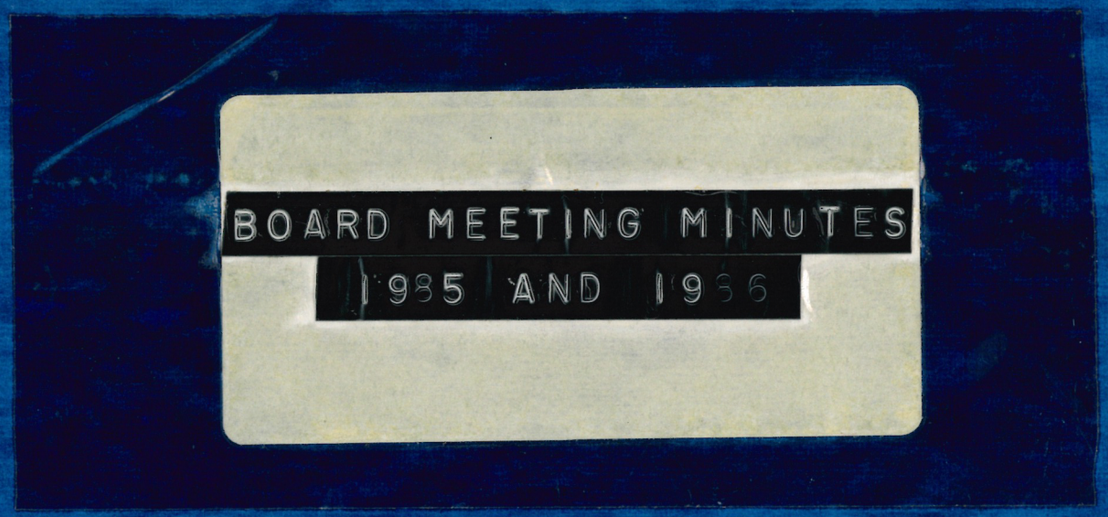
BOARD MEETING MINUTES
1985 AND 1986

JANUARY 1985

AGENDA.....JANUARY 14, 1985

1. Board of Finance

2. Minutes

3. Bills/Financial Report
   3.1 Cash Change Fund

4. Director's Report
   4.1 Circulation
   4.2 Group Insurance

5. Wheatfield Business
   5.1 Architect's Contract
   5.2 Planning

6. DeMotte Business
   6.1 Appraisals

7. Rensselaer Business
   7.1 Gail Jung's Resignation
   7.2 Friend's Meeting

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING December 31 19 84

	19 83	19 84
Monthly Circulation	8,660	9,468
Daily Average	360	412
January to Date Total Circulation	163,348	151,833 744

down 7%

Rensselaer 176 /day
DeMotte 118 /day
Wheatfield 136 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	16		13	821	37		11	569	4			195
Non-Fiction	100		82	873	42		12	524	20			134
Paperbacks	37		1	577				366				1,537
CHILDREN'S BOOKS:												
Fiction	11		7	733	1			661				359
Non-Fiction	20		6	317	9		1	151	1			100
FILMSTRIPS				16								4
MAGAZINES:												
Adult				300				250				219
Children				8								
MAPS, PICTURES, PHOTOS, PRINTS VHS, Videodiscs, etc			1	144	2			49	24		2	85
MICROFILM												
PAMPHLETS	18		74	95				39				9
SOUND RECORDINGS			9	158			1	103				72
TOTALS	395		193	4,042	91		25	2,712	49		2	2,714

no change — down 4% — up 17.2%

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

December 1984

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 38 req. for D & W 47	DeM. filled 4 req. for Ren. 24	0
b. Received	36	20	0
c. Outstanding	11	4	0
d. Films			
No. of Films	1		
No. of Viewers	56		
2. REGISTRATION			
a. Borrowers Added	78 R 77 Co	64	19
b. Total Registered	7,436		
3. REFERENCE QUESTIONS			
a. Telephone	130	139	132
b. In Person	257	95	105
4. LOCAL HISTORY-GENEALOGY			
a. In person	5		
b. Microfilms Used			
c. Research by Mail	3		
d. Oral Histories			

Jasper County Public Library

Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

January 14, 1985

The Jasper County Library Board hereby establishes a Cash Change Fund in the amount of sixty dollars ($60.00) to be divided equally among Rensselaer, DeMotte, and Wheatfield libraries. The fund is used in making change for daily desk collections. The custodian of this fund is to be Catherine A. Salyers, library director.

Franklin D. Wright

Robert Souza

Wanda Stewart

Mary Linda Carey

Wilbur D. Doty

Jasper County Public Library

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De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

WHERE AS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the various functions of the Jasper County Public Library; NOW, Therefore: Be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are here by appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

LIBRARY OPERATING FUND	AMOUNT APPROPRIATED	LIBRARY OPERATING FUND	AMOUNT REDUCED
2.2 Operating Supplies	$ 20.00	2.1 Office Supplies	$ 20.00
1.12 Salary of Assistants	$1,306.27	1.2 Employee Benefits	$1,306.27
2.42 Other Supplies	$ 89.35	2.1 Office Supplies	$ 89.35

Presented to the Jasper County Public Library Board, read in full and adopted this 14th day of January 1985, by the following aye and nay vote.

AYE	NAY
Franklin D. Wright	
Wanda Stewart	
Wilbur D. Doty	
Robert Savage	

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

December 1984

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	19,500.00	1,625.00	19,500.00	.00
2	Assistants	114,833.27	9053.98	114,833.27	.00
3	Janitorial	4,805.00	792.98	4,215.37	589.63
4	Employee Benefits	14,138.73	968.21	11,394.72	2,744.01
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	3,670.77	402.61	2,284.97	1,385.80
7	Operating Supplies	1,970.00	50.61	1,969.30	.70
8	Repairs & Maint.	769.88		765.89	3.99
9	Other Supplies	4,589.35	155.12	4,589.35	.00
10	Prof. Services	1,000.00			1,000.00
11	Comm. & Trans.	8,545.44	683.22	7,725.31	820.13
12	Printing & Adv.	600.00		308.65	291.35
13	Insurance	3,643.37		2,353.00	1,290.37
14	Utilities	11,550.00	699.63	10,965.94	584.06
15	Repairs & Maint.	8,000.00	85.99	4,674.70	3,325.30
16	Rental	707.63		707.53	.10
17	Dues, Interest	851.00	76.07	149.07	701.93
18	Contracts	3,000.00	19.00	2,349.78	650.22
19	Transfer LIRF	10,000.00		10,000.00	00.00
20	Land Improvement	1.00			1.00
21	Furn. & Equipment	7,766.81	22.20	7,766.81	.00
22	Books	51,654.56	1,129.73	51,635.36	19.20
23	Periodicals	6,132.21	28.70	6,108.93	23.28
24	Non-Print	3,600.98	50.83	3,600.98	.00
25	Bills Embcumbered	3,350.94		3,350.94	
26		285,680.94	15,843.18	271,249.87	14,431.07
27					
28					
29	Ending November Balance	85,704.89			
30	Plus Deposits	95,921.88			
31	Minus Checks	28,416.97			
32	December Balance	153,209.80			
33					
34					
35					
36					
37					
38					
39					
40					

4804 (84804) — Buff
8804 (88804) — Green

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	4	
	Month of December 1984 Balance of All Funds				
1	Super Now Checking Account @ Northwest National Bank				1
2	Operating Fund Balance		98,484.95		2
3	Rensselaer Gift Fund		587.13		3
4	DeMotte Gift Fund		338.22		4
5	Wheatfield Gift Fund		630.20		5
6	Bond Account		18.00		6
7	Total of All Accounts-Super Now Account @ Northwest National Bank			100,058.50	7
8					8
9					9
10	Investments - Northwest National Bank				10
11	Bond Hi Fi Account #70-0195-1		7,011.96		11
12	Operating Hi Fi Account #70-0193-6		7,090.09		12
13	Hi Fi Account #70-0120-9		14,049.25		13
14	Operating Cert. of Deposit #900095180		25,000.00		14
15	Total Investments			53,151.30	15
16	Balance of All Funds Ending December 1984			153,209.80	16
17					17
18					18
19					19
20					20
21					21
22					22
23					23
24					24
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32					32
33					33
34					34
35					35
36					36
37					37
38					38
39					39
40					40

4804 (84804) — Buff
8804 (88804) — Green

The regular monthly meeting of the Jasper County Public Library Board was held Monday, December 10, 1984 at 7:00 p.m. Those present were Frank Wright, president; Mary Linda Casey, vice-president; Miriam Lawyer, secretary; Will Doty, Joan Ostler, Bob Souza, Wanda Stewart, trustees; and Cathy Salyers, library director. Others present for parts of the meeting were Mike Howard and Ralph Dunkin, LOM Associates; Ralph Van Handel, and Bill Moriarty.

Wheatfield Business

Mike Howard and Ralph Dunkin gave a presentation concerning their firms interest in being architects for the Wheatfield Building Project. After the presentation, there was a question and answer session.

Bill Moriarty discussed the procedures involved in floating a bond to get funds to build the Wheatfield Library. He noted that petitions must be carried and signed by landowners; the Board will need to hire financial consultants to rate the bonds; the Board will have several extra meetings; and the timetable to receive money from the bond sale will be 3-4 months after receiving the petitions.

Election of Officers

Wanda Stewart, chairperson of the Nominating Committee, presented the following slate of officers:

Mary Linda Casey, President
Miriam Lawyer, Vice-President
Joan Ostler, Secretary
Bob Souza, Treasurer

On a motion by Will Doty, seconded by Joan Ostler, the nominations were closed and the slate was unanimously elected.

Minutes

On a motion by Will Doty, seconded by Miriam Lawyer, the minutes of the November 12 meeting were approved as presented.

Bills/Financial Report

On a motion by Miriam Lawyer, seconded by Bob Souza, the following budget transfers were approved: $219.88 to 2.3 Repairs and Maintenance Supplies from 2.1 Office Supplies; $256.63 to 3.7 Rentals from 3.4 Insurance; $766.81 to 4.40 Furniture and Equipment from 4.52 Periodicals & Newspapers; $500.00 to 4.51 Books from 4.52 Periodicals & Newspapers; $600.98 to 4.53 Non-Print Materials from 4.52 Periodicals & Newspapers.

On a motion by Mary Linda Casey, seconded by Will Doty, the Board approved the transfer of $3,154.56 from 3.2 Communication & Transportation to 4.51 Books.

On a motion by Mary Linda Casey, seconded by Will Doty, the Board approved the Bills and accepted the financial report.

Insurance

On a motion by Will Doty, seconded by Joan Ostler, the Board accepted the bid by Consolidated Insurance of $1,631 for the insurance on the buildings and contents.

Architect

On a motion by Mary Linda Casey, seconded by Will Doty, the Board voted to hire LOM Associates as architects for the Wheatfield Building Project for a cost not to exceed $30,000 and dependent upon clarification as to sewer design, shelving, and interiors regarding fixed and non-fixed items.

President Wright adjourned the meeting at 10:21 p.m.

OPERATING FUND

BILLS TO BE ALLOWED.....JANUARY 14, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 459.17
NIPSCO	(3.51)	DeMotte	336.74
NIPSCO	(3.51)	Wheatfield	167.36
Northwestern Ind. Telephone Co.	(3.21)	DeMotte	52.37
United Telephone Co.	(3.21)	Rensselaer	271.44
United Telephone Co.	(3.21)	Wheatfield	29.84
		TOTAL [A]	$1,316.92

Other Claims:

Ace Hardware	(2.32)	Paint & Supplies-D.	$ 132.28
A.E. Boyce Co., Inc.	(2.13)	Office Supplies	48.66
American Library Assn.	(3.91)	Membership Dues	264.00
Baker & Taylor	(4.51)	Books-$219.84;	256.37
	GIFT FUND-D.-$36.53		
Becker, Margaret	(3.23)	Mileage	99.20
Bosgraaf Heating & Cooling	(3.61)	Furnace Repairs-D.	235.79
Brodart Inc.	(4.51)	Books-$478.67;	552.93
	(2.41)	Sysdac Supplies-$74.26	
Children's Museum	(3.95)	Membership Dues	20.00
Congressional Quarterly, Inc.	(4.52)	Periodical Subscription-R.	359.00
Consolidated Insurance Agency	(3.41)	Bond-Mary Martin	30.00
Credit Bureau Services, Inc.	(4.52)	Periodical Sub. (2 months)-R.	24.00
Daugherty, Lynn	(3.23)	Mileage	12.00
Demco	(2.41)	Library Supplies-$98.56;	245.27
	(4.51)	Book Processing-$146.71	
DeMotte I.G.A.	(2.21)	Janitorial Supplies	24.58
DeMotte Office Supply	(2.13)	Office Supplies	3.69
Ebsco Subscription Service	(4.52)	Magazine Sub.-R.	45.54
4-County Supply	(3.61)	Repairs & Maint.-Bldg.-R.	22.75
Gaylord Bros.	(4.40)	Record Guides-D.	27.65
The Glass Shop	(3.61)	Window Glass-D.	138.87
Harvey's	(4.51)	Contact Paper-$109.45;	143.43
	(4.53)	Non-Print Materials-D.& W.-$33.98	
Heritage Office Products Inc.	(2.13)	Office Supplies-$18.25;	39.71
	(4.40)	Equipment-$21.46	
Hoover House	(2.33)	Vacuum Repairs-R.	7.00
Indiana Historical Society	(3.91)	Membership Dues	15.00
Indiana Library Association	(3.91)	Membership Dues	75.00
Indiana News Corp.	(4.51)	Books	15.21
Main Line Book Co.	(4.51)	Books	143.66
Martin, Mary Kay	(3.23)	Mileage	16.00
NIALSA	(3.22)	Postage for Films	12.00
Ooms Bros. Disposal Service	(3.96)	Trash Pick up-D.	9.00
Peterson's Guides	(4.51)	Book	6.60
Quill Corporation	(4.40)	Equipment-$60.25 (R.);	99.11
	(2.13)	Office Supplies-$38.86	
Regent Book Co.	(4.53)	Cassettes	58.75
Rensselaer Police Dept.	(3.95)	Security Alarm Service (annual)	120.00
Ribordy Drugs	(2.21)	Fuses	4.38
Ricker, Lois	(4.51)	Books	12.75
Salyers, Catherine A.	(3.23)	Mileage	56.40
Salyers, Catherine A.	CASH CHANGE FUND		60.00
Salyers Construction	(3.61)	Repairs & Maint.-R.	
Schultz Bros. Co.	(2.21)	Janitorial Sup.-$5.46;	15.36
	(2.13)	Office Supplies-$9.90	

Silver Burdett Co.	(4.51) Books	13.05
Tom's Supermarket	(2.21) Janitorial Sup.-$4.78; GIFT FUND-R.-$10.44	15.22
World Book-Childcraft Int.,Inc.	(4.51) Books	866.00
	TOTAL [B]	$4,346.21
	TOTAL [A] & [B]	$5,663.13

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	4
	Balance of All Funds -1985			
	Month December 1985			
1	Super Now Checking Account- Northwest National Bank			
2	Operating Fund Balance		114,217.61	
3	Rensselaer Gift Fund Balance		645.81	
4	DeMotte Gift Fund Balance		524.75	
5	Wheatfield Gift Fund Balance		1,201.80	
6	Bond Account		(-5,953.06)	
7	LIRF Account			
8	Reserve for Insurance Collected		520.67	
9	Total of All Accounts - Super Now - Checking Account			
10	@ Northwest National Bank			111,157.58
11	Investments - Northwest National Bank			
12	Construction Fund Hi Fi Account		388,929.86	
13	Construction Fund - Checking Account		2,900.84	
14	Bond Hi Fi - No.#70-0195-1		7,528.47	
15	Operating Hi Fi Account No. #70-0193-6		7,612.35	
16	Hi- Fi Account No. #70-0120-9			
17	Operating Cert of Deposit No. #900095180		25,000.00	
18	LIRF Investment		639.62	
19	Bond Certificate of Deposit			
20	Total Investments			432,611.14
21	Total of All Funds Ending December 1985			543,768.72
22				
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FEBRUARY

AGENDA ----------Feburary 18. 1985

1. Adoption of agenda

2. Additional Appropriation

    2.1 Resolution
    2.2 Secretary's Certificate

3. Wheatfield Business

    3.1 LOM presentation
    3.2 Resolution on property
    3.3 Petitions
    3.4 Chris McElroy

4. Minutes

5. Bills/Financial Report

6. Director's Report

    6.1 Circulation
    6.2 Group Insurance
    6.3 Staff policies
    6.4 Depository requests

7. Rensselaer Business

    7.1 Book drop
    7.2 New staff members
    7.3 Crash bar update

8. DeMotte Business

    8.1 Land

AGENDA.....FEBRUARY 11, 1985

1. Additional Appropriation

    1.1 Resolution
    1.2 Secretary's Certificate

2. Minutes

3. Bills/Financial Report

4. Director's Report

    4.1 Circulation
    4.2 Group Insurance
    4.3 Staff policies
    4.4 Depostories

5. Wheatfield Business

    5.1 Resolution on Property
    5.2 Date to meet architect
    5.3 Petitions
    5.4 Chris McElroy

6. Rensselaer Business

    6.1 Book drop
    6.2 New staff members
    6.3 Crash bars

7. DeMotte Business

    7.1 Land

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING January 31, 1985

	19 84	19 85	
Monthly Circulation	11,616	11,876	
Daily Average	484	475	
January to Date Total Circulation	11,616	11,876	+2.2%

Rensselaer	203 /day
DeMotte	155 /day
Wheatfield	139 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	22		1	1,072	50		1	833	1			347
Non-Fiction	72		89	1,038	35		18	699	25			204
Paperbacks	1			699	1			568				1,146
CHILDREN'S BOOKS:												
Fiction	12		48	1,090	1			953				746
Non-Fiction	4		118	419				257				131
FILMSTRIPS	1											
MAGAZINES:												
Adult				288				372				194
Children				56								
MAPS, PICTURES, PHOTOS, PRINTS Video Disc Player				11				7				67
MICROFILM												
PAMPHLETS	5		2	39				33				7
SOUND RECORDINGS	59		3	237			35	87				49
CED's				40				48				15
AS's	3			97				19	1			8
TOTAL	179		261	5,086	87		54	3,876	27			2,914
Percent of Increase (+) or Decrease (-)				+12				+1				-10

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

January 19 85

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	filled 35 for D and W 46	filled 1 for Ren. 38	filled 3 for Ren. 1
b. Received	33	30	1
c. Outstanding	13	8	0
d. Films			
No. of Films	0		
No. of Viewers	0		
2. REGISTRATION			
a. Borrowers Added	43 R 41 C	47	11
b. Total Registered	7,394		
3. REFERENCE QUESTIONS			
a. Telephone	157	122	140
b. In Person	256	200	131
4. LOCAL HISTORY-GENEALOGY			
a. In person	7		
b. Microfilms Used	5		
c. Research by Mail	3		
d. Oral Histories			

BOARD OF FINANCE

MINUTES.....JANUARY 14, 1985

Bob Souza, treasurer, in the absence of the Board president, called the meeting of the Board of Finance to order at 7:00 p.m. on Monday, January 14, 1985. Those present were Bob Souza, treasurer; Wanda Stewart, Will Doty, Frank Wright, trustees; and Cathy Salyers, library director.

On a motion by Will Doty, seconded by Frank Wright, the Board voted that the officers of the Board of Finance shall be the same as the officers of the Library Board.

On a motion by Will Doty, seconded by Wanda Stewart, the Board voted to designate the Northwest National Bank as the library's designed depository for library funds.

On a motion by Will Doty, seconded by Wanda Stewart, the Board of Finance adjourned at 7:02 p.m.

The regular monthly meeting of the Jasper County Public Library Board was held on Monday, January 14, 1985 at 7:02 p.m. Those present were Bob Souza, treasurer; Wanda Stewart, Frank Wright, Will Doty, trustees; and Cathy Salyers, library Director. Mary Linda Casey, president, joined the meeting at 7:30 p.m.

MINUTES: On a motion by Frank Wright, seconded by Wanda Stewart, the minutes of the December 10, 1984 meeting were approved with the correction of the name of the chairperson of the nominating committee from Miriam Lawyer to Wanda Stewart.

BILLS / FINANCIAL REPORT: On a motion by Wanda Stewart, seconded by Will Doty, the bills were approved as presented.

On a motion by Frank Wright, seconded by Will Doty, the following appropriation transfers were made in the 1984 budget: $20.00 was moved from Office Supplies to Operating Supplies; $1,306.27 was moved from Employee Benefits to Salary of Assistants; and $89.35 was moved from Office Supplies to Other Supplies.

On a motion by Frank Wright, seconded by Wanda Stewart, the Financial Report was accepted as presented.

On a motion by Will Doty, seconded by Wanda Stewart, the Board established a Cash Change Fund in the amount of $60.00 to be evenly divided among the three libraries.

DIRECTOR'S REPORT: Mrs. Salyers noted that circulation was unchanged at Rensselaer, down 4% at DeMotte, and up 17.2% at Wheatfield over December 1983. She further noted that total circulation was 151,744 for 1984 which was a decline of 7% from 1983.

Mrs. Salyers reported that by joining the American Library Association, the library could offer the ALA Group Insurance to all employees. On a motion by Will Doty, seconded by Wanda Stewart, the Board approved the payroll deduction of the employee's share of the health insurance premiums.

WHEATFIELD BUSINESS: There was a lengthy discussion of the contract with LOM Associates. Mrs. Salyers presented explanations and suggested changes from Bill Moriarty. The Board made several further changes concerning length of the contract, inclusion of a maximum figure to be paid if the bond issue isn't secured, and inclusion of items agreed to concerning the septic system, floor, ceiling and and wall coverings, and stacks. On a motion by Will Doty, seconded by Wanda Stewart, the Board approved the signing of the contract with noted changes.

The Board directed Mrs. Salyers to have the library attorney proceed with bond issue as soon as the contract is signed. They also requested clarification of the duplicating and postage costs for the plans and the library's responsibility for insurance.

DEMOTTE BUSINESS: Mrs. Salyers reported that two appraisals of $4,000 had been received regarding the property next to the DeMotte Library. The Board directed Mrs. Salyers to write a letter to the owners offering $4,000 for the property with the offer being in effect for 30 days.

RENSSELAER BUSINESS: Mrs. Salyers reported that Gail Jung had resigned and that Cheryl Witty would replace her. The Children's Library Assistant position has had 54 applicants. New videocassettes have been received. Ethel Yoder has been placed on three month's probation. The Friend's meeting is Thursday, January 17, at 7:00 p.m.

LIRF: On a motion by Mary Linda Casey, seconed by Will Doty, the Board voted to start proceedings to appropriate the Library Improvement Reserve Fund to help defray the architect's fees until passage of the bond issue.

On a motion by Wanda Stewart, the meeting adjourned at 8:57 p.m.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month January 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	21,000.00	1,750.00	1,750.00	19,250.00
2	Assistants	128,131.00	10,822.90	10,822.90	117,308.10
3	Janitors	4,930.00	353.55	353.55	4,576.45
4	Employee Benefits	18,500.00	911.30	911.30	17,588.70
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	4,300.00	179.36	179.36	4,120.64
7	Operating Supplies	2,200.00	28.96	28.96	2,171.04
8	Repair & Maintenance Supplies	700.00	142.52	142.52	557.48
9	Library & Other Supplies	5,500.00	172.82	172.82	5,327.18
10	Professional Services	2,500.00			2,500.00
11	Communication & Transportation	12,500.00	549.25	549.25	11,950.75
12	Printing & Advertising	600.00			600.00
13	Insurance	4,000.00	30.00	30.00	3,970.00
14	Utility Services	12,600.00	963.27	963.27	11,636.73
15	Repairs & Maintenance	9,000.00	404.41	404.41	8,595.59
16	Rentals-Real Estate-Equipment	801.00			801.00
17	Dues, Interest, Taxes & Assessments	851.00	354.00	354.00	497.00
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00
19	Maintenance Contracts	3,450.00	149.00	149.00	3,301.00
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00
21	Furniture & Equipment	7,000.00	109.36	109.36	6,890.64
22	Books	55,000.00	2,026.94	2,026.94	52,973.06
23	Periodicals & Newspapers	7,000.00	428.54	428.54	6,571.46
24	Nonprinted Materials	7,500.00	92.73	92.73	7,407.27
25					
26					
27		316,564.00	19,468.91	19,468.91	297,095.09
28					
29					
30					
31	Beginning Balance 153,209.80				
32	Plus Deposits 1,290.07				
33	Minus Checks 19,515.88				
34	Ending Balance 134,983.99	January 1985			
35					
36					
37					
38					
39					
40					

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month January

		1	2	3	4
1	Super Now Checking Account- Northwest National Bank				
2	Operating Fund Balance			80,126.50	
3	Rensselaer Gift Fund Balance			576.69	
4	DeMotte Gift Fund Balance			301.69	
5	Wheatfield Gift Fund Balance			630.20	
6	Bond Account			18.00	
7	LIRF Account				
8					
9	Total of All Accounts - Super Now - Checking Account				
10	@ Northwest National Bank				81,653.08
11					
12					
13	Investments - Northwest National Bank				
14	Bond Hi Fi - No.#70-0195-1			7,056.92	
15	Operating Hi Fi Account No. #70-0193-6			7,135.25	
16	Hi- Fi Account No. #70-0120-9			14,138.74	
17	Operating Cert of Deposit No. #900095180			25,000.00	
18	LIRF Investment				
19	Bond Certificate of Deposit				
20	Total Investments				53,330.91
21	Total of All Funds Ending January 1985				134,983.99
22					
23					
24					
25					
26					
27					
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40					

Jasper County Public Library
Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

February 11, 1985

RESOLUTION

OF

JASPER COUNTY PUBLIC LIBRARY

"BE IT RESOLVED: That Jasper County Public Library purchase by Quit Claim Deed from Kankakee Valley School Corporation the following described real estate in Wheatfield, Indiana, for the sum of $1.00, so that Jasper County Public Library can construct a new branch public library building:

> Lot 12, and the East 49 feet of Lot 11, and all in Block 4 of the Original Plat of the Town of Wheatfield, Indiana, as shown on the plat thereof, recorded in Deed Record 39 at page 367 in the office of the County Recorder of Jasper County, Indiana."

Robert Souza

Miriam Sawyer

Joan Ostler

Wilbur D. Doty

Glenda Stewart

OPERATING FUND

BILLS TO BE ALLOWED.....FEBRUARY 11, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 455.05
NIPSCO	(3.51)	DeMotte	384.76
NIPSCO	(3.51)	Wheatfield	208.11
Northwestern Ind. Telephone Co.	(3.21)	DeMotte	59.27
United Telephone Co.	(3.21)	Rensselaer	178.76
United Telephone Co.	(3.21)	Wheatfield	29.84
		TOTAL [A]	$1,315.79

Other Claims:

A. E. Boyce	(2.11)	Official Records	$ 86.18
Ace Hardware	(2.21)	Janitorial Supplies-D	17.36
Appollo Engineering, Inc.	(2.21)	Flourescent Lights-D	236.84
Baker & Taylor	(4.51)	Books-$520.22	542.19
		Gift Fund-D-$21.97	
Becker, Margie	(3.23)	Mileage-$111.60	171.60
	(3.96)	Snow Removal-$60.00	
Bosgraff Heating & Cooling	(3.61)	Furnace Repair-D	106.88
Brodart	(2.41)	Sysdac Tape-$74.66	606.44
	(4.51)	Books-$160.50	
	(3.72)	Sysdac Rental-$371.28	
Campbell Printing Co.	(2.12)	Stationery	190.00
Columbia Library Subscription Ser.	(4.53)	Recordings-D & W	590.00
Consolidated Insurance Agency	(3.41)	Bonds-Souza & Daugherty LINS	~~110.00~~ 1686
Credit Bureau Services, Inc.	(4.52)	Periodicals	12.00
Demco	(4.51)	Processing-$187.92	226.71
	(2.41)	Library Supplies-$21.45	
	(2.13)	Office Supplies-$17.34	
DeMotte IGA Supermarket	(2.21)	Janitorial Supplies-$7.67	22.67
	(4.52)	Newspapers-D-$15.00	
DeMotte Office Supply	(2.13)	Office Supplies-D	6.00
Fase's	(4.40)	Vacuum Cleaner-D	163.00
Harvey's	(2.13)	Office Supplies-R	4.28
Heritage Office Products	(4.40)	Desk-R-$251.99	346.99
	(3.95)	Service Contract-R-$95.00	
Illiana Gen. & His. Society	(3.91)	Dues-R	8.00
Information Access Co.	(4.52)	Magazine Index-R	1,163.75
Ingram	(4.53)	VHS	322.93
Jacobsens Inc.	(4.40)	Equipment-R-$38.17	87.27
	(2.13)	Office Supplies-$49.10	
Jasper County Farm Bureau Co-op	(3.61)	Building Materials-R	13.46
Kibreah, Golam	(3.23)	Mileage	20.00
K-V Post News	(3.31)	Advertising	10.62
K-V School Corporation	(4.10)	Land-W	1.00
Long's Electronics	(4.53)	Storage Boxes	5.34
Main Line	(4.51)	Books-R	50.73
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Postmaster General	(3.22)	Postage	125.00
Publications Arts, Inc.	(4.51)	Books	65.65
Quill	(4.40)	File Guides-D-$5.24	69.15
	(2.13)	Office Supplies-$63.91	
Rainbow Books	(4.51)	Books	896.30
Rensselaer Lumber Co.	(3.61)	Building Materials-R	140.61
Rensselaer Readmore	(4.52)	Newspapers	65.25

Rensselaer Republican	(3.31)	Advertising	$ 45.57
Salyers, Catherine A.	(3.23)	Mileage	10.40
Schultz's	(2.32)	Paint-R	23.40
Smith's True Value Farm Store	(4.40)	Heater-R	29.95
Tachtiris, Jill	(3.23)	Mileage	8.80
Thomas Bouregy & Co., Inc.	(4.51)	Books	53.50
Tom's	(2.21)	Janitorial Supplies-R	12.15
Van Handel, Ralph A.	(3.11)	Consulting Service	1,625.00
Victor Hotho & Co.	(4.53)	Recordings	222.57
Wall Street Journal	(4.52)	Newspaper-D	101.00
		TOTAL [B]	$8,625.54
		TOTAL [A] + [B]	$9,941.33

INDIANA LIBRARY CERTIFICATION BOARD
INDIANA STATE LIBRARY
140 N. SENATE AVENUE
INDIANAPOLIS 46204

January 18, 1985

Golam Kibreah
327 N. Milton St.
Rensselaer, IN 47978

Dear Mr. Kibreah:

The Indiana Library Certification Board is pleased to send your Indiana Librarian's professional certificate of LIBRARIAN II.

For your better understanding of the legal meaning of an Indiana certificate, we would note that it represents the holder's qualifications in terms of academic education, approved library science education, and creditable library experience. It serves as a license to hold professional positions in Indiana according to the grade of the certificate, but it is not a guarantee of a position nor of a specific salary to be received. Employment and salary are determined solely by the local library governing authority except that persons employed in professional positions must hold certificates of suitable grades as determined by the Indiana Library Certification Board.

The Board congratulates you on attainment of the status represented by the certificate you now hold, and extends best wishes to you in your work.

Sincerely,

Charles Ray Ewick
Executive Secretary

Library Certification Board:

Mrs. Marsha S. Bray, Covington Public Library, President
Mr. Kenneth E. Israel, Marion Public Library, Member
Mr. Charles Ray Ewick, Indiana State Library, Executive Secretary

CRE:KD:mjr

cc: Catherine Salyers, Director
Jasper County Public Library, Rensselaer

Jasper County Public Library
Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

CERTIFICATE

I, THE UNDERSIGNED JOAN OSTLER OF JASPER COUNTY PUBLIC LIBRARY, JASPER COUNTY, INDIANA, DO HEREBY CERTIFY TO THE AUDITOR OF JASPER COUNTY THAT THE ATTACHED IS A COMPLETE TRANSCRIPT OF THE PROCEEDINGS HAD WITH RESPECT TO ADDITIONAL APPROPRIATIONS ADOPTED BY THE LIBRARY BOARD OF JASPER COUNTY PUBLIC LIBRARY, JASPER COUNTY, INDIANA, AT A MEETING HELD ON 2/18/85.

DATED THIS 18 DAY OF FEBRUARY, 1985.

Joan Ostler
(name)

Jasper County Public Library
(secretary)

Jasper County Public Library
Rensselaer Public Library
Rensselaer Indiana 47978
DeMotte Branch
DeMotte Indiana 46310
Wheatfield Branch
Wheatfield Indiana 46392

LIBRARY APPROPRIATION RESOLUTION

Sec. 1. Be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	AMOUNT APPROPRIATED
LIBRARY IMPROVEMENT RESERVE FUND	
3. OTHER SERVICES AND CHARGES	
3.1 Professional Services	
3.12 Engineering and Architectural Services	$14,000.00

Presented to the Jasper County Public Library Board, read in full and adopted this 18 day of February, 1985, by the following aye and nay vote.

AYE	NAY
Miriam Sawyer	
Joan Ostler	
Wilbur D. Doty	
Wanda Stewart	
Franklin Dwight	
Robert Souza	

NOTICE TO TAXPAYERS

Notice is hereby given to the taxpayers of Jasper County Public Library, Jasper County, Indiana, that the proper legal officers of said municipal corporation at their regular meeting place at 7 o'clock P.M. on the ... day of February, 1985, will consider the following additional appropriation in excess of the budget for the current year

	Amount Appropriated
LIBRARY IMPROVEMENT RESERVE FUND	
3. OTHER SERVICES AND CHARGES	
3.1 Professional Services	
3.12 Engineering and Architectural Services	$14,000.00

These appropriations are made from the unappropriated Library Improvement Reserve Fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners, which Board, upon receipt will hold a further hearing within fifteen days at the county auditor's office of Jasper County, Indiana, or at such other place as may be designated. At such hearing, taxpayers objecting to any of such additional appropriations may be heard. Interested taxpayers may inquire of the county auditor when and where such hearing will be held.

MARY LINDA CASEY
President Library Board
P-N-J 31

Printer's Fee $ ...

PUBLISHER'S AFFIDAVIT

State of Indiana)
Jasper County,) ss

Personally appeared before me, a notary public in and for said county and state, the undersigned ..... who, being duly sworn upon (his) (her) oath, says that ... he is a ..... for the Kankakee Valley Post - News, a weekly newspaper of general circulation printed and publishd in the English language in the town of DeMotte in state and county aforesaid, and that the printed matter attached hereto is a true copy, which was duly published in said paper for ... time...,

the dates of publication being as follows:

January 1 19 85 and ..... 19.....

..... 19..... and ..... 19.....

Rebecca Stanley

Subscribed and sworn to before me this 1 day of January 19 85

Notary Public

My commission expires January 4 19 88.

NOTICE TO TAXPAYERS

Notice is hereby given to the taxpayers of Jasper County Public Library, Jasper County, Indiana, that the proper legal officers of said municipal corporation at their regular meeting place at 7 o'clock P.M. on the 11th day of February, 1985, will consider the following additional appropriation in excess of the budget for the current year.

	Amount Appropriated
LIBRARY IMPROVEMENT RESERVE FUND:	
3. OTHER SERVICES AND CHARGES	
3.1 Professional Services	
3.12 Engineering and Architectural Services	$14,000.00

These appropriations are made from the unappropriated Library Improvement Reserve Fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners, which Board, upon receipt, will hold a further hearing within fifteen days at the county auditor's office of Jasper County, Indiana, or at such other place as may be designated. At such hearing, taxpayers objecting to any of such additional appropriations

Printer's Fee $ 10.62

PUBLISHER'S AFFIDAVIT

State of Indiana)
Jasper County,) ss

Personally appeared before me, a notary public in and for said county and state, the undersigned ..... who, being duly sworn upon (his) (her) oath, says that ... he is a ..... for the Rensselaer Publishing Co., Inc., Publishers of the Rensselaer Republican, a daily newspaper of general circulation printed and published in the English language in the city of Rensselaer in state and county aforesaid, and that the printed matter attached hereto is a true copy, which was duly published in said paper for ... time....., the dates of publication being as follows:

January 30 19 85 and ..... 19.....

..... 19..... and ..... 19.....

Rebecca Stanley

Subscribed and sworn to before me this 31 day of January, 19 85

Notary Public

My commission expires January 4 19 88

CERTIFICATE

I, THE UNDERSIGNED COUNTY AUDITOR OF JASPER COUNTY, INDIANA, HEREBY CERTIFY TO THE STATE BOARD OF TAX COMMISSIONERS THAT THE ATTACHED IS A COMPLETE COPY OF THE TRANSCRIPT OF PROCEEDINGS FILED IN THIS OFFICE BY JOAN OSTLER OF JASPER COUNTY PUBLIC LIBRARY, JASPER COUNTY, INDIANA, WITH RESPECT TO ADDITIONAL APPROPRIATIONS ADOPTED BY THE APPROPRIATING BODY OF SAID MUNICIPAL CORPORATION.

DATED THIS _____DAY OF _____, 19___.

_____
(name)

Auditor of Jasper County

MARCH

AGENDA.....MARCH 11, 1985

1. Minutes

2. Bills/Financial Report

3. Director's Report

   3.1 Circulation
   3.2 Fine Food Week
   3.3 Change April meeting to April 15th

4. Wheatfield Business

   4.1 Interior Decorating Committee
   4.2 Bonding

5. Rensselaer Business

   5.1 Book Drop

6. DeMotte Business

7. Other Business

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING February 1985

	1984	1985	
Monthly Circulation	12,912	~~11,054~~ 11,667	
Daily Average	561	526	
January to Date Total Circulation	25,528	~~22,930~~ 23,543	-10.5%

Rensselaer	227 /day
DeMotte	187 /day
Wheatfield	132 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	54		12	1,010	39		4	798	25			231
Non-Fiction	68		39	1,060	42		3	812	11			165
Paperbacks	12		7	613	5			507				1,000
CHILDREN'S BOOKS:												
Fiction	78		1	1,272	76		3	921	67			503
Non-Fiction	37			471	25			324	20			140
FILMSTRIPS				13								
MAGAZINES:												
Adult				240				362				169
Children				47								
MAPS, PICTURES, PHOTOS, PRINTS PROJECTORS				29				4				58
MICROFILM												
PAMPHLETS	82			198				88				7
SOUND RECORDINGS	1		7	247			1	77				63
CED's	6			77				21				25
VHS's	1			99				8				8
TOTAL				~~4,763~~ 5376				3,922				2,369
Percent of Increase (+) or Decrease (-)				-7.7%				+1%				-39%

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

February 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Ren. filled 56 for D & W 64	DeM. filled 1 for Ren 50	Wh. filled 1 for Ren. 4
b. Received	48	41	2
c. Outstanding	16	9	2
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	Ren. -- 27 Co. -- 21	24	14
b. Total Registered	7,425		
3. REFERENCE QUESTIONS			
a. Telephone	120	127	133
b. In Person	266	226	165
4. LOCAL HISTORY-GENEALOGY			
a. In person	13		
b. Microfilms Used	5		
c. Research by Mail	4		
d. Oral Histories			

The regular monthly meeting of the Jasper County Public Library Board was held Monday February 18, 1985 at 7:00 pm. Those present were Miriam Lawyer, vice-president, Joan Ostler, secretary, Bob Souza, treasurer, Wanda Stewart, Will Doty, Frank Wright, trustees and Cathy Salyers, library director. Bill Moriarty, library attorney, Pete Lennox and Ralph Dunkin, LOM Associates joined the meeting at 7:10 pm.

Adoption of Agenda: On a motion by Joan Ostler, seconded by Wanda Stewart, the agenda was adopted as presented.

Additional Appropriation: On a motion by Will Doty, seconded by Joan Ostler, the following resolution was passed for the purpose of paying architectural fees for the Wheatfield project.

LIBRARY APPROPRIATION RESOLUTION

Sec. 1. Be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	AMOUNT APPROPRIATED
LIBRARY IMPROVEMENT RESERVE FUND	
3. OTHER SERVICES AND CHARGES	
3.1 Professional Services	
3.12 Engineering and Architectural Services	$14,000.00

Presented to the Jasper County Public Library Board, read in full and adopted this 18 day of February, 1985, by the following aye and nay vote.

Minutes: On a motion by Frank Wright, seconded by Will Doty, the board voted to accept the minutes of the January 14, 1985 Board of Finance and the minutes of the January 14, 1985 regular meeting.

Wheatfield Business: Pete Lennox and Ralph Dunkin of LOM Associates Architectural firm presented preliminary drawings for the proposed Wheatfield Library building. After a lengthy discussion, Frank Wright moved that the preliminary plans for the Wheatfield building be accepted with the meeting room as an add on alternative, and that the attorney proceed with a $500,000 bond issue. The motion, seconded by Bob Souza, passed.

On a motion by Bob Souza, seconded by Will Doty, the board voted to pass a resolution to purchase by Quit Claim Deed the property at Wheatfield for $1.00.

Bill Moriarty discussed the procedures for the bond issue. The board set the time for petitioners to receive instructions and petitions on Saturday, March 2 at 10:00 am in Wheatfield and 1:00 pm in Rensselaer. Saturday, March 30 at 1:00 pm was scheduled as a special meeting for the acceptance of the petitions.

Mrs. Salyers reported that Chris McElroy, Wheatfield page, resigned, and Susan Pritchard was hired to fill the vacancy.

Bills/Financial Report: The board directed Mrs. Salyers to purchase a CD in the amount of $25,000 from the Operating Fund.

On a motion by Will Doty, seconded by Wanda Stewart, the bills and financial report were accepted.

Director's Report: Mrs. Salyers reported that circulation was up at Rensselaer and DeMotte by 12% and 1% respectively and down by 10% at Wheatfield as compared to January 1984. She noted that the accountant had started payroll deductions for health insurance.

Mrs. Salyers presented proposed changes in the staff policies concerning funeral leave, annual increments, job classifications, excused absences, conferences, and vacation time. On a motion by Bob Souza, seconded by Joan Ostler, the board approved the changes in the staff policy as presented.

Mrs. Salyers noted that several banks had requested depository status. The board directed her to send letters of regret to each bank.

Rensselaer Business: Mrs. Salyers reported that the book drop at the Rensselaer Library needs to be replaced. She presented a bid from Salyers Construction for a proposed book drop that would be placed by the front door with a shoot leading from the outside of the building to an inside box. Concern was expressed over possible fire marshall regulations, so the board directed Mrs. Salyers to investigate the matter further.

Mrs. Salyers noted that Kathy Padgitt was hired as Children's Library Assistant to replace Cheryl Witty who is now secretary. Gail Jung, former secretary, is now the janitor replacing Phil Brusnahan who was fired on January 30.

She noted that further research needed to be done concerning crash bars for the front doors on the Rensselaer Library.

DeMotte Business: Mrs. Salyers reported that Will Doty and she would meet with Don Beckman concerning possible purchase of the property next door to the DeMotte Library on Tuesday, February 19. Lynn Daugherty reported that the DeMotte Friends were going to purchase a Cannon typewriter for the DeMotte Library and are interested in helping remodel the library's basement that is used as a public meeting room.

Adjournment: On a motion by Bob Souza, seconded by Joan Ostler, the meeting adjourned at 9:20 pm.

OPERATING FUND

BILLS TO BE ALLOWED.....MARCH 11, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 713.02
NIPSCO	(3.51)	DeMotte	453.78
NIPSCO	(3.51)	Wheatfield	169.58
Northwestern Ind. Tele. Co.	(3.21)	DeMotte	79.91
United Telephone Co.	(3.21)	Rensselaer	245.84
United Telephone Co.	(3.21)	Wheatfield	29.84
		TOTAL [A]	$1,691.97

Other Claims:

Ace Hardware	(4.40)	Equipment-D.	$ 2.91
Associated Libraries, Inc.	(4.51)	Books	2,451.82
Baker & Taylor	(4.51)	Books	2,434.94
Becker, Margaret	(3.23)	Mileage	74.40
Ben Franklin	(4.51)	Processing	44.06
Brodart	(4.51)	Books-$411.77	1,180.73
	(2.41)	Library Sup.-$768.96	
Campbell Printing Co.	(2.13)	Office Supplies	12.91
Credit Bureau Services, Inc.	(4.52)	Periodicals	12.00
Daugherty, Lynn	(3.23)	Mileage	100.00
DEMCO	(2.41)	Library Sup.	42.00
DeMotte IGA Supermarket	(4.52)	Newspapers-D	5.00
DeMotte Office Supply	(2.13)	Office Sup.-D	5.25
EBSCO	(4.52)	Periodicals	2,725.89
Family Computing	(4.52)	Periodicals	8.97
Fase's	(2.21)	Janitorial Sup.	6.50
4-County Supply	(3.61)	Building Repair-R	18.39
Gaylord	(2.41)	Library Sup.-$17.79	80.29
	(4.53)	Processing Sup.-$62.50	
The Harvard Medical School Health Letter	(4.52)	Periodical-R	45.00
Heritage Office Products, Inc.	(4.40)	Equipment-$69.75	74.47
	(2.13)	Office Sup.-$4.72	
Highsmith	(4.40)	Equipment-$58.41	109.18
	(4.53)	Processing Sup.-$50.77	
Hodges Hobby House	(4.51)	Books	10.50
Ingram	(4.53)	VHS	45.92
Jacobsens	(4.40)	Furniture-D-$269.88	272.84
	(2.13)	Office Sup.-$2.96	
Jasper County Farm Bureau	(3.61)	Building Repair-R	8.94
Lake County Public Library	(4.51)	Books	7.50
Main Line Book Co.	(4.51)	Books	1,981.06
Monroe	(3.95)	Service Contract	664.00
Mumford	(4.51)	Books	249.48
National Geographic Society	(4.51)	Books	15.95
NIALSA	(3.22)	Postage for Film	6.00
NIALSA	(3.24)	Professional Meeting	22.50
Nightengale-Conant Corp.	(4.53)	Recordings	58.40
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Peterson's Guides Inc.	(4.51)	Books	6.60
Postmaster General	(3.22)	Postage	51.00

Publishers Telemarketing	(4.51)	Books	$ 291.39
Quality Paperback Book Club	(4.51)	Books	20.80
Quill	(4.40)	Equipment-D	53.59
Rand McNally & Company	(4.51)	Books	184.90
Rensselaer Republican	(4.52)	Newspaper-D	31.00
Rose Records	(4.53)	Recordings	26.37
Salyers, Catherine A.	(3.23)	Mileage-$36.80	51.79
	(3.72)	Carpet Cleaner Rental-$14.99	
Salyers, Catherine A.	PETTY CASH - DeMotte		28.51
	(3.22)	Postage-$23.19	
	(2.13)	Off. Sup.-$2.90	
	(2.31)	Jan. Sup.-$2.42	
Salyers, Catherine A.	PETTY CASH - Rensselaer		25.28
	(3.22)	Postage-$11.33	
	(3.62)	Equip. Rep.-$8.00	
	(4.51)	Books-$5.95	
Salyers, Catherine A.	PETTY CASH - Wheatfield		26.40
	(3.22)	Postage-$13.42	
	(2.31)	Jan. Sup.-$8.44	
	(2.13)	Off. Sup.-$4.54	
Shanley's Inc.	(3.96)	Snow Removal-R	20.00
Smith's True Value Farm Store	(2.31)	Building Repair-R	17.19
Thompson Electronics	(3.62)	Equipment Repair	12.95
Tom's Supermarket	(2.31)	Janitorial Supplies	11.06
TV Cable	(3.62)	Equipment Repair	15.00
The Wall Street Journal	(4.52)	Newspaper-D	107.00
Wilco	(2.31)	Janitorial Supplies	2.49
		TOTAL [B]	$13,972.84
		TOTAL [A] +[B]	$15,664.81

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month February 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	3,500.00	17,500.00	1
2	Assistants	128,131.00	10,475.95	21,298.85	106,832.15	2
3	Janitors	4,930.00	317.75	671.30	4,258.70	3
4	Employee Benefits	18,500.00	884.31	1,795.61	16,704.39	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	416.81	596.17	3,703.83	6
7	Operating Supplies	2,200.00	295.47	324.43	1,875.57	7
8	Repair & Maintenance Supplies	700.00	23.40	165.92	534.08	8
9	Library & Other Supplies	5,500.00	74.66	247.48	5,252.52	9
10	Professional Services	2,500.00	1,893.25	1,893.25	606.75	10
11	Communication & Transportation	12,500.00	543.67	1,092.92	11,407.08	11
12	Printing & Advertising	600.00	56.19	56.19	543.81	12
13	Insurance	4,000.00	1,686.00	1,716.00	2,284.00	13
14	Utility Services	12,600.00	1,047.92	2,011.19	10,588.81	14
15	Repairs & Maintenance	9,000.00	606.70	1,011.11	7,988.89	15
16	Rentals-Real Estate-Equipment	801.00	371.28	371.28	429.72	16
17	Dues, Interest, Taxes & Assessments	851.00	8.00	362.00	489.00	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	164.00	313.00	3,137.00	19
20	Capital Outlay,Land,Bldg.Improv.	1.00	1.00	1.00	.00	20
21	Furniture & Equipment	7,000.00	488.35	597.71	6,402.29	21
22	Books	55,000.00	1,934.82	3,961.76	51,038.24	22
23	Periodicals & Newspapers	7,000.00	1,357.00	1,785.54	5,214.46	23
24	Nonprinted Materials	7,500.00	1,140.84	1,233.57	6,266.43	24
25						25
26						26
27		316,564.00	25,537.37	45,006.28	271,557.72	27
28						28
29						29
30						30
31	Beginning Balance 134,983.99					31
32	Plus Deposits 2,362.77					32
33	Minus Checks 25,267.70					33
34	Ending Balance 112,079.06					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month February

Super Now Checking Account- Northwest National Bank			
Operating Fund Balance	81,907.30		
Rensselaer Gift Fund Balance	576.69		
DeMotte Gift Fund Balance	314.72		
Wheatfield Gift Fund Balance	639.80		
Bond Account	18.00		
LIRF Account			
Reserve for Insurance Account Payable	291.64		
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank		83,748.15	
Investments - Northwest National Bank			
Bond Hi Fi - No.#70-0195-1	7,056.92		
Operating Hi Fi Account No. #70-0193-6	7,135.25		
Hi- Fi Account No. #70-0120-9	14,138.74		
Operating Cert of Deposit No. #900095180 (cashed in)			
LIRF Investment			
Bond Certificate of Deposit			
Total Investments		28,330.91	
Total of All Funds Ending February 1985		112,079.06	

MINUTES
OF A SPECIAL MEETING OF THE
BOARD OF TRUSTEES OF
JASPER COUNTY PUBLIC LIBRARY

A special meeting of the Board of Trustees of Jasper County Public Library was held at the Rensselaer Public Library Building located at 301 North Van Rensselaer Street in Rensselaer, Indiana, on March 30, 1985 at the hour of 1:00 p.m. (Central Standard Time), in accordance with the rules of the Board. All members had received legal notice of the meeting.

The meeting was called to order by President Mary Linda Casey, and the minutes of the meeting were recorded by Joan Ostler, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Mary Linda Casey, Joan Ostler, Robert Souza, Miriam Lawyer, and Wanda Stewart.

Absent: Frank Wright and Wilbur Doty.

The President announced that a quorum was present for the transaction of business.

The President presented to the Board a Petition filed by owners of taxable real estate located within the Library District of Jasper County Public Library requesting the issuance of bonds by the Jasper County Public Library in an amount not exceeding $500,000.00 for the purpose of procuring funds to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and

improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor.

After examination of said Petition, on motion duly made, seconded and unanimously carried, the following Resolution was adopted:

> WHEREAS, there has been filed with the Board of Trustees of the Jasper County Public Library a Petition signed by owners of taxable real estate located within the Library District of said Jasper County Public Library requesting the issuance of bonds for the purpose of procuring funds to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Library lying on the West side of Grace Street, and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; and,
>
> WHEREAS, the Board now finds that said Petition is in due form and has attached thereto the affidavits of the persons circulating the same, verifying the signatures attached thereto, and the certificate of the Auditor of Jasper County certifying that said Petition is signed by 844 owners of taxable real estate located within the Library District of said Jasper County Public Library, and that said Petition complies in all respects with the requirements of IC 6-1.1-20-3; Now Therefore,
>
> BE IT RESOLVED by the Board of Trustees of the Jasper County Public Library that said Petition be accepted and approved, and that the Board proceed to take the necessary steps to authorize the issuance of the bonds required for the purpose petitioned for.

The President then presented to the Board a form of Bond Resolution which had been prepared by the attorneys for the Board, in accordance with the instructions of the Board.

After due consideration of said Bond Resolution, on motion duly made, seconded and carried, the same was unanimously adopted and is as follows, to-wit:

BOND RESOLUTION

WHEREAS, by resolution of merger adopted April 3, 1978 and duly recorded, Jasper County Public Library, in Jasper County, Indiana, has been established as a Library District pursuant to the provisions of IC 20-13-1; and,

WHEREAS, there has been presented to the Board of Trustees of the Jasper County Public Library, a Petition signed by more than fifty (50) owners of taxable real estate located within the Library District of the Jasper County Public Library, requesting the Board to issue bonds of the Jasper County Public Library in an amount not exceeding Five Hundred Thousand Dollars ($500,000.00), to procure funds to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library lying on the West side of Grace Street and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; and the Board has found said Petition to be drawn, signed, authenticated, certified and presented in accordance with the provisions of IC 6-1.1-20-4; and

WHEREAS, the Board finds that it is necessary for the proper operation and functioning of the library to construct and equip a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana,together with site development and improvement, and to issue bonds to provide funds for that purpose; NOW THEREFORE,

BE IT RESOLVED by the Board of Trustees of the Jasper County Public Library that, for the purpose of obtaining funds to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street, and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement, and on the incidental expenses in connection therewith and on account of the issuance of bonds therefor, there shall be issued and sold the negotiable, general obligation bonds of the Jasper County Public Library, to be designated as "Public Library Bonds of 1985".

Said bonds shall be in the aggregate principal amount of Five Hundred Thousand Dollars ($500,000.00), and bear interest at a rate or rates not exceeding twelve percent (12 %) per annum (the exact rate or rates

to be determined by bidding or by negotiation with the Indiana Bond Bank), which interest shall be payable semi-annually on January 1 and July 1 of each year, beginning on July 1, 1986. Said bonds shall be issued in fully registered form in the denomination of Five Thousand Dollars ($5,000) or integral multiples thereof, and shall mature serially in numerical order on January 1 in such years and amounts as follows:

Year	Amount
1987	$ 65,000
1988	95,000
1989	105,000
1990	115,000
1991	120,000
TOTAL	$500,000

Each bond shall bear the original date which shall be the first day of the month in which the bonds are sold, and shall also bear the date of its authentication. Each bond authenticated on or before June 15, 1986, shall bear interest from the original date. Each bond authenticated thereafter shall bear interest from the interest payment date to which interest has been paid next preceding the date on which it is authenticated, unless it is authenticated on or after the sixteenth day of the month preceding an interest payment date and on or before such interest payment date, in which case it shall bear interest from such interest payment date; provided that if at the time of authentication of any bond, interest is in default thereon, such bond shall bear interest from the interest payment date to which interest has been paid in full.

Interest shall be payable by check or draft mailed by first class mail one business day prior to the interest payment date or delivered on the interest payment date to the person in whose name such bond is registered on the Bond Register maintained at the principal office of American Fletcher National Bank of Indianapolis, Indiana, or successor paying agent and registrary, as of the fifteenth day of the month preceding such interest payment date. Principal of the bonds shall be payable upon presentation of the bonds at the principal office of the American Fletcher National Bank of Indianapolis, Indiana in lawful money of the United States of America. The Bonds are transferable by the registered owner at the principal office of American Fletcher National Bank of Indianapolis, Indiana upon presentation and surrender of a bond and on presentation of a duly executed written instrument of transfer acceptable to the Registrar, and thereupon, a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The bonds may be exchanged upon surrender at the principal office of the American Fletcher National Bank of Indianapolis, Indiana, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Said bonds shall be executed in the name of the Jasper County Public Library by the manual or facsimile signature of the President of its Board of Trustees and attested by the manual or facsimile signature of the Secretary of said Board who shall affix or imprint the seal of the Jasper County Public Library to each of said bonds. The President and Secretary, by the execution of a proper signature identification certificate, shall adopt as and

for their own proper signatures their facsimile signatures appearing on said bonds. In case any official whose signature or facsimile of whose signature shall appear on the bonds shall cease to be such officer before the issuance, authentication or delivery of such bonds, such bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if he had remained in office until delivery.

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar. Such authentication may be executed by an authorized representative of the Registrar, but it shall not be necessary that the same representative authenticate all of the bonds issued. Jasper County Public Library and the Paying Agent may deem and treat the person in whose name a bond is registered on the Bond Register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

The bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

(Front of Bond)

Registered
No._____

Registered
$_____

UNITED STATES OF AMERICA
State of Indiana County of Jasper

Jasper County Public Library Bond
of 1985

Interest Rate	Maturity	Original Issue Date	CUSIP

Registered Owner:

Principal Sum:

Jasper County Public Library, a political subdivision for library purposes, organized and existing under the laws of the State of Indiana, in Jasper County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the principal sum set forth above on the maturity date set forth above and to pay interest thereon at the rate per annum stated above from the interest payment date next preceding the date of authentication hereof unless this bond is authenticated on or before June 15, 1986, in which case interest shall be paid from the original issue date, or unless this bond is authenticated on or after the sixteenth day of the month immediately preceding an interest payment date, and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 1, 1986, and semi-annually on each January 1 and July 1 thereafter until the principal has been paid.

Interest shall be payable by check or draft mailed by first class mail one business day prior to the interest payment date or delivered on the interest payment date to the person in whose name this bond is registered as of the fifteenth day of the month preceding such interest payment date. Principal of this bond shall be payable upon presentation of this bond at the principal office of the American Fletcher National Bank of Indianapolis, Indiana, in lawful money of the United States of America.

REFERENCE IS MADE TO THE FURTHER PROVISIONS OF THIS BOND SET FORTH ON THE REVERSE HEREOF WHICH SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS IF DULY SET FORTH HEREIN.

(on Reverse Side)

This bond is one of an issue of bonds aggregating Five Hundred Thousand Dollars ($500,000), of like tenor and effect, except as to numbering, date, denomination, rates of interest and dates of maturity, issued by the Jasper County Public Library pursuant to a resolution adopted by the Board of Trustees on MARCH 30, 1985, and in strict compliance with the governing statutes of the State of Indiana, particularly the Indiana Code, Title 20, Article 14, Chapter 1, for the purpose of providing funds to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library in the Town of Wheatfield, Indiana, together with site development and improvement and incidental expenses in connection therewith.

This bond is transferable by the registered owner hereof at the principal office of the American Fletcher National Bank of Indianapolis, Indiana, upon presentation and surrender of this bond and on presentation of a duly executed written instrument of transfer acceptable to the Registrar, and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. This bond may be exchanged upon surrender hereof at the principal office of the American Fletcher National Bank of Indianapolis, Indiana, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Jasper County Public Library and the American Fletcher National Bank of Indianapolis, Indiana may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

It is hereby certified and recited that all acts, conditions and things required by law and the constitution of the State of Indiana to be done precedent to and in the issuance, sale and delivery of this bond have been properly done, happened and performed in regular and due form as provided by law, and that the bonds of this issue do not exceed any constitutional or statutory limitation

of indebtedness. The full faith and credit of the Jasper County Public Library, together with all of its taxable property, both real and personal, are hereby irrevocably pledged to the punctual payment of the principal and interest of this bond according to its terms.

(On Front Side)

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar.

IN WITNESS WHEREOF, the Jasper County Public Library, in Jasper County, Indiana, has caused this bond to be executed in its name by the manual or facsimile signature of the President of its Board of Trustees, its corporate seal to be hereunto affixed or imprinted and attested by the manual or facsimile signature of the Secretary of said Board.

Dated:

JASPER COUNTY PUBLIC LIBRARY

BY: _____(facsimile)
President, Board of Trustees

Countersigned and attested:

_____(facsimile)
Secretary, Board of Trustees

CERTIFICATE OF AUTHENTICATION

This Bond is one of the bonds described in the within mentioned Resolution.

AMERICAN FLETCHER NATIONAL BANK, as Registrar

By _____
Authorized Representative

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____

_____
(please print or typewrite name, address and social security or other identifying number of Transferee) the within bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____, Attorney, to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever.

BE IT FURTHER RESOLVED that as soon as can be done notice shall be given to the taxpayers of the library taxing district known as "Jasper County Public Library" of the Petition requesting the issuance of said bonds and of the determination of this Board to issue said bonds. The notice of petition for bonds shall be published once in the Rensselaer Republican and the Kankakee Valley Post News. The notice of determination to issue bonds shall be published once each week for two (2) weeks in the Rensselaer Republican and the Kankakee Valley Post News. Said notices shall also be posted in three (3) public places in said library taxing district, all in compliance with IC 6-1.1-20-4 and IC 6-1.1-20-5.

Prior to the sale of said bonds, notice of such sale shall be published once each week for two (2) weeks in the said newspapers. Said notice or a summary notice shall be published one time in The Indianapolis Commercial, published in the City of Indianapolis, Indiana, and, in the discretion of the Secretary, a summary notice may be published in The Bond Buyer, a financial journal published in the City and State of New York. The date selected for the sale of the bonds shall not be earlier than fifteen (15) days after the first publication of said notice in the newspapers published in Jasper County.

In the event a remonstrance against the issuance of said bonds shall be filed by owners of taxable real estate under the provisions of IC 6-1.1-20-4, then no further steps shall be taken toward the issuance of such bonds until such remonstrance shall have been presented to this Board and this Board shall have determined the sufficiency thereof. In the event an objecting petition is filed pursuant to IC 6-1.1-20-5, then no further steps shall be taken toward the issuance of such bonds until the State Board of Tax Commissioners shall have issued its order approving the issuance of the bonds pursuant to IC 6-1.1-20-6.

Prior to the sale of the bonds, an order shall be obtained from the State Board of Tax Commissioners pursuant to IC 6-3.5-1-3.

The Bond sale notice, when published, shall provide that all bids shall be in sealed envelopes addressed to the Board of Trustees of the Jasper County Public Library, marked "Bid for Public Library Bonds of 1985", and each bid shall be accompanied by a certified or cashier's check in the amount of Five Thousand Dollars ($5,000.00), payable to Jasper County Public Library, to insure the good faith of the bidder. In the event the successful bidder shall fail or refuse to accept delivery of the bonds when ready for delivery, or in accordance with the notice of sale, then said check and the proceeds thereof shall be retained by the Jasper County Public Library as its liquidated damages. Said notice shall also provide that bidders for said bonds shall name the rate or rates of interest which said bonds are to bear, not exceeding twelve per cent (12%) per annum; that such interest rate or rates shall be in multiples of one-twentieth (1/20) of one per cent (1%); that the highest bidder shall be the one who offers the lowest net interest cost to the Jasper County Public Library, to be determined by computing the total interest on all of the bonds to the maturities and deducting therefrom the premium bid, if any. The bond sale notice shall state that the opinion of Ice Miller Donadio & Ryan, bond counsel of Indianapolis, Indiana, approving the legality of said bonds, will be furnished to the purchaser at the expense of the Jasper County Public Library, so that the Jasper County Public Library will receive due credit therefor in the bidding. Said notice may contain such other terms and conditions as the attorney for the Jasper County Public Library may deem advisable.

As an alternative to public sale, the Board of Trustees may sell the bonds to the Indiana Bond Bank at a rate of interest not exceeding twelve (12%) per cent per annum. The Secretary is hereby authorized to take whatever steps are necessary to make application and qualify for sale of the bonds to the Indiana Bond Bank. Provided, however, that any agreement to sell the bonds to the Bond Bank must be approved or ratified by the Board of Trustees before said bonds can be sold to the Bond Bank.

On motion duly made, seconded, and unanimously carried, the following resolution was adopted:

> RESOLVED by the Board of Trustees of the Jasper County Public Library that a meeting of this Board be held on APRIL 15, 1985, for the purpose of hearing taxpayers on the question of the necessity for the appropriation of the sum of Five Hundred Thousand Dollars ($500,000.00) to be applied on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; that said hearing be held in the Rensselaer Public

Library Building, located at 301 North Van Rensselaer Street, Rensselaer, Indiana, at the hour of 7:00 p.m. (C.S.T.) on said date; that the Secretary of the Board be and she is hereby directed to give notice of such public hearing by publication thereof once each week for two weeks in the Rensselaer Republican and The Kankakee Valley Post-News, the first of said publications to be at least ten (10) days prior to the date fixed for said hearing.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.

Joan Ostler

Joan Ostler, Secretary

APRIL

April 8, 1985

Dear Board Members,

I trust everyone had a happy Easter. For a while I thought we were going to have a "white" Easter. Other than Brad's dental surgery, I enjoyed my R&R from the library.

For those who were absent from the March 30 meeting, we have received official permission to spend $14,000 of LIRF money for the architect's fees. We will recover the money when the bonds are sold.

If you will note on the agenda, PATRON COMMENT, this refers to a telephone call I received in March. The person inquired as to the date of the next board meeting but did not identify either herself or the subject of her comment. She just stated that she wanted to make a comment to the board and said that I could not help her. I would feel better prepared if we had more information, but since we don't, I guess we should be prepared for anything.

MARY LINDA, I talked to Thiel Cabinet Shop, and they will bid if their work load allows.

Our former janitor, Phil Brusnahan, requested a hearing after the Indiana Unemployment Security Division denied him benefits from the library. Predictably, he did not appear for the hearing, thus his appeal was denied. He did have the option to appeal within seven days of the hearing, but since that was almost three weeks ago, I think we can assume that he did not exercise that option because we have not received any notification.

Just a note for your interest, Golam and his family will be sworn in as U.S. citizens on May 1.

Please look for the new Rensselaer Book Drop on your way into the library. We have had many compliments. Evidently, it blends so well with the building that unless you are paying attention, you can pass by it without noticing.

Remember, the meeting is April 15 at 7:00 pm in Rensselaer.
See you there!!

Cathy

AGENDA.....APRIL 15, 1985

1. Patron Comment
2. Bill Moriarty
3. Minutes
4. Bills/Financial Statement
5. Director's Report
    5.1 Circulation
    5.2 Budget Committee
6. Wheatfield Business
    6.1 Interior Committee
    6.2 Karen Brown
7. DeMotte Business
    7.1 Remodeling
8. Rensselaer Business
    8.1 Book Drop
    8.2 Student Help

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING March 31, 1985

	1984	1985	
Monthly Circulation	14,893	14,843	
Daily Average	572	571	
January to Date Total Circulation	39,511	37,773	4.5% down

Rensselaer	263 /day
DeMotte	192 /day
Wheatfield	137 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	47		1	965	28		2	878	17			286
Non-Fiction	39		13	1,270	43		3	951	10			270
Paperbacks	7		1	1,159	58			630	2			1,225
CHILDREN'S BOOKS:												
Fiction	46			1,535	40		2	1,300	25			675
Non-Fiction	64			623	54			484	36			229
FILMSTRIPS												4
MAGAZINES:												
Adult				343				505				157
Children												
MAPS, PICTURES, PHOTOS, PRINTS				20				6				76
MICROFILM				36								
PAMPHLETS	79			454				72				
SOUND RECORDINGS			1	226				110				51
CED's	22			32				19				23
VHS's	6			182				29				18
TOTAL	310			6,845	223			4,984	90			3,014
Percent of Increase (+) or Decrease (-)				+9%				+17.4%				-31%

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

March 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	56	57	2
b. Received	42	46	1
c. Outstanding	14	11	1
d. Films			
No. of Films	3		
No. of Viewers	170		
2. REGISTRATION			
a. Borrowers Added	18 R 20 Co	62	8
b. Total Registered	7,394		
3. REFERENCE QUESTIONS			
a. Telephone	143	161	205
b. In Person	231	290	237
4. LOCAL HISTORY-GENEALOGY			
a. In person	14		
b. Microfilms Used	5		
c. Research by Mail	3		
d. Oral Histories			

MINUTES.....MARCH 11, 1985

The regular monthly meeting of the Jasper County Public Library Board was held Monday, March 11 at 7:00 pm at the Rensselaer Headquarters. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Wanda Stewart, Bob Souza, trustees, and Cathy Salyers, library director.

Minutes: On a motion by Miriam Lawyer, seconded by Wanda Stewart, the board unanimously approved the minutes of the February 18, 1985 meeting.

Bills/Financial Report: On a motion by Wanda Stewart, seconded by Miriam Lawyer, the board voted unanimously to accept the financial report and approved the bills.

Director's Report: Mrs. Salyers reported that ciruclation was down 7.7% at Rensselaer, up 1% at DeMotte, and down 39% at Wheatfield. The year-to-date circulation was down 10.5%.

By consensus, the board directed Mrs. Salyers to procede with plans for Fine "Food" Week during National Library Week, April 14-20. Non-perishable commercially canned/processed food items will be collected for the Good Samaritan Food Pantry in lieu of regular fines.

The board by consensus changed the April meeting date to April 15. Mrs. Salyers presented a proposed policy on the posting of public notices in the library. After a lengthy discussion, the board directed Mrs. Salyers to put the matter on next month's agenda for further consideration. Mrs. Salyers informed the board that there is legislation before the Indiana Senate to change the library laws in regards to budgets and bonding which offers a complicated formula for the board to annually review the library's budget. On a motion by Miriam Lawyer, seconded by Bob Souza the board unanimously passed the following resolution:

> The Jasper County Public Library Board hereby resolves to formally denounce H.B. 1885 as unnecessary since under current statutes, the majority of library board members are appointed by elected officials, and the budget is reviewed by the local Tax Adjustment Boards and the State Board of Tax Commissioners H.B. 1885 can only create complications through the proposed complex formula to e tablish a review board to solve a non-existent problem; therefore, we urge you to vote against the bill or at least exempt libraries from it.

Wheatfield Business: President Mary Linda Casey appointed the follwoing persons to the Wheatfield Interior Decorating Committee: Miriam Lawyer, Joan Ostler, Will Doty, Lynn Daugherty, Lois Ricker, and Cathy Salyers. The committee will research color schemes and furniture and bring proposals to the board for final action.

Mrs. Salyers noted the March 30 meeting at 1:00 pm for acceptance of the Wheatfield bond petitions.

There was a lengthy discussion of the proposed roof style for the Wheatfield building. Mrs. Salyers was directed to contact LOM Associates about the cleristory windows on relation to the pitch of the roof, leakage, and heat loss.

Rensselaer Business: There was a discussion of replacing the book drop. Mrs. Salyers was directed to investigate the building of a brick book drop instead of purchasing another metal one and to keep the new book drop at the bottom of the outside stairway.

Adjournment: By consensus, the meeting adjourned at 9:15 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month March 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	21,000.00	1,750.00	5,250.00	15,750.00
2	Assistants	128,131.00	10,583.91	31,882.76	96,248.24
3	Janitors	4,930.00	165.90	837.20	4,092.80
4	Employee Benefits	18,500.00	881.23	2,676.84	15,823.16
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	4,300.00	28.74	624.91	3,675.09
7	Operating Supplies	2,200.00	831.24	1,155.67	1,044.23
8	Repair & Maintenance Supplies	700.00	50.15	216.07	483.93
9	Library & Other Supplies	5,500.00		247.48	5,252.52
10	Professional Services	2,500.00	6,290.00	8,183.25	-5,683.25
11	Communication & Transportation	12,500.00	694.23	1,787.15	10,712.85
12	Printing & Advertising	600.00		56.19	543.81
13	Insurance	4,000.00		1,716.00	2,284.00
14	Utility Services	12,600.00	1,336.38	3,347.57	9,252.43
15	Repairs & Maintenance	9,000.00	63.28	1,074.39	7,925.61
16	Rentals-Real Estate-Equipment	801.00	14.99	386.27	414.73
17	Dues, Interest, Taxes & Assessments	851.00		362.00	489.00
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00
19	Maintenance Contracts	3,450.00	693.00	1,006.00	2,444.00
20	Capital Outlay,Land,Bldg.Improv.	1.00		1.00	.00
21	Furniture & Equipment	7,000.00	454.54	1,052.25	5,947.75
22	Books	55,000.00	8,167.49	12,129.25	42,870.75
23	Periodicals & Newspapers	7,000.00	2,934.86	4,720.40	2,279.60
24	Nonprinted Materials	7,500.00	193.19	1,426.76	6,073.24
25					
26					
27		316,564.00	35,133.13	80,139.41	236,424.59
28					
29					
30					
31	Beginning Balance 112,079.06				
32	Plus Deposits 3,104.73				
33	Minus Checks 34,796.49				
34	Ending Balance 80,387.30				
35					
36					
37					
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39					
40					

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	4
	Balance of All Funds -1985 Month March 1985			
1	Super Now Checking Account- Northwest National Bank			
2	Operating Fund Balance		25,094.91	
3	Rensselaer Gift Fund Balance		576.69	
4	DeMotte Gift Fund Balance		376.93	
5	Wheatfield Gift Fund Balance		639.80	
6	Bond Account		18.00	
7	LIRF Account			
8				
9	Total of All Accounts - Super Now - Checking Account			
10	@ Northwest National Bank			26,706.33
11				
12				
13	Investments - Northwest National Bank			
14	Bond Hi Fi - No.#70-0195-1		7,143.89	
15	Operating Hi Fi Account No. #70-0193-6		7,223.49	
16	Hi- Fi Account No. #70-0120-9		14,313.59	
17	Operating Cert of Deposit No. [redacted]		25,000.00	
18	LIRF Investment			
19	Bond Certificate of Deposit			
20	Total Investments			53,680.97
21	Total of All Funds Ending March 1985			80,387.30
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OPERATING FUND

BILLS TO BE ALLOWED.....APRIL 15, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 489.18
NIPSCO	(3.51)	DeMotte	312.49
NIPSCO	(3.51)	Wheatfield	121.46
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	72.73
United Telephone Co.	(3.21)	Rensselaer	223.46
United Telephone Co.	(3.21)	Wheatfield	29.84
		TOTAL [A]	$1,249.16

Other Claims:

Ace Hardware	(2.31)	Janitorial Sup.-D	$ 26.74
Associated Libraries, Inc.	(4.51)	Books	282.98
Baker & Taylor	(4.51)	Books	967.40
Becker, Margaret	(3.23)	Mileage-$99.20	114.20
	(3.96)	Lawn Maintenance-D-$15.00	
Brodart	(4.51)	Books-$14.43	89.09
	(2.41)	Sysdac Tape-$74.66	
Caedmon	(4.53)	Recordings	10.02
Children's Press	(4.51)	Books	72.26
Children's Reading Tree	(4.51)	Books	318.20
Congressional Quarterly, Inc.	(4.52)	Periodicals-R	254.00
Consolidated Insurance Agency	(3.42)	Boiler & Mach. Policy	184.00
Credit Bureau Services, Inc.	(4.52)	Periodicals-D	12.00
Daugherty, Lynn	(3.23)	Mileage-$40.00	61.49
	(3.22)	Postage-$6.50	
	GIFT FUND - DeMotte - $14.99		
DeMotte IGA Supermarket	(4.52)	Newspapers-D-$5.75	14.13
	(2.31)	Janitorial Sup.-D-$8.38	
DEMCO	(2.41)	Library Sup.-$6.35	165.29
	(4.51)	Processing Sup.-$17.60	
	(4.53)	Processing Sup.-$27.54	
	(4.40)	Equipment-R-$113.80	
EBSCO	(4.52)	Periodicals	134.95
Fagen, Charlotte	(3.23)	Mileage	8.80
Gaylord	(4.51)	Processing Sup.-$39.20	109.95
	(4.53)	Processing Sup.-$70.75	
Get Ready Sheet	(4.52)	Periodicals-D	19.00
Harveys	(4.51)	Processing Sup.-$148.50	153.93
	(2.13)	Office Sup.-$5.43	
Heritage Office Products	(4.40)	Equipment-$63.64	74.12
	(2.13)	Office Sup.-$10.48	
Ingram	(4.53)	VHS Recordings	923.05
Jacobsens Inc.	GIFT FUND - DeMotte - $840.00		1,149.48
	(4.40)	Furniture-D-$239.88	
	(2.13)	Office Sup.-D-$69.60	
Jasper Co. Farm Bureau Co-op	(2.31)	Janitorial Sup.-$9.39	169.20
	(3.61)	Book Return-R-$159.61	
K. V. Electric	(3.61)	Lights-D	205.18
Kibreah, Golam	(3.23)	Mileage	18.00
Main Line Book Company	(4.51)	Books	204.56
Marshall Cavendish Copr.	(4.51)	Books	585.34
Martin, Mary K.	(3.23)	Mileage	51.00
Morris Machine & Tool	(3.61)	Book Return-R	18.48

National Geographic Society	(4.51)	Books	$ 8.95
National League for Nursing	(4.51)	Books	10.70
National Literary Distributors	(4.51)	Books	423.48
NIALSA	(3.22)	Postage	15.00
NIALSA	(3.24)	Professional Mtg.	30.00
Northwest National Bank	(3.72)	Safety Deposit Box	9.00
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
The Perfection Form Company	(4.51)	Books	98.46
Postmaster General	(3.22)	Postage	72.00
Prairie Materials, Inc.	(3.61)	Book Return-R	65.00
Purdue University	(3.24)	Professional Mtg.	45.00
Quality Paperback Book Club	(4.51)	Books	32.87
Quill	(4.40)	Equipment-$71.87	97.54
	(2.13)	Office Sup.-$25.67	
Rainbow Books	(4.51)	Books	87.90
Reading Resources, Inc.	(4.51)	Books	263.66
Rensselaer Republican	(3.31)	Advertising	41.30
Ribordy Drugs	(2.31)	Film	8.49
Salyers, Catherine A.	(3.23)	Mileage	74.20
Salyers, Catherine A.	PETTY CASH - DeMotte		15.55
	(3.72)	P.O. Box Rental-$13.00	
	(2.13)	Janitorial Sup.-$2.55	
Salyers Construction	(3.61)	Book Return-R	680.00
Schultz Bros. Co.	(2.31)	Janitorial Sup.	29.35
Silver Burdett Company	(4.51)	Books	13.05
Spall's Carpet & Cleaning	(3.61)	Carpet Cleaning-W	84.00
Superintendent of Documents	(4.51)	Books	2.50
Sunshine Prebound Books, Inc.	(4.51)	Books	18.54
Tachtiris, Jill	(3.24)	Professional Mtg.	42.35
Thomas Bouregy & Co., Inc.	(4.51)	Books	53.50
Tom's Supermarket	(2.31)	Janitorial Sup.-R	16.57
Tysen's Country Grocery, Inc.	(2.31)	Janitorial Sup.-D-$44.66	59.03
	GIFT FUND-D-$14.37		
Upstart	(2.41)	Summer Program-R-D-W	193.04
Victor Hotho & Co.	(4.51)	Books-$88.46	222.25
	(4.53)	Recordings-$133.79	
		TOTAL [B]	$9,219.12
		TOTAL [A] +[B]	$10,468.28

EXTRACTS FROM THE MINUTES
OF A SPECIAL MEETING OF
THE BOARD OF TRUSTEES OF
THE JASPER COUNTY PUBLIC
LIBRARY

A special meeting of the Board of Trustees of the Jasper County Public Library was held at the Rensselaer Public Library Building, 301 N. Van Rensselaer Street, in the City of Rensselaer, Indiana, on April 15, 1985, at the hour of 7:00 p.m. (Central Standard Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by President Mary Linda Casey and the minutes of the meeting were recorded by Joan Ostler, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Mary Linda Casey, Joan Ostler, Robert Souza, Miriam Sawyer, Wilbur Doty, Wanda Stewart

Absent: FRANK WRIGHT

The President announced that a quorum was present for the transaction of business.

(among other proceedings had and taken were the following)

There were presented to the Board proofs of publication and posting of the Notice of Petition for Bonds and Notice of Determination to Issue Bonds authorized at the meeting of the Board held on March 30, 1985. Said notices and proofs of publication and posting having been found to conform to the requirements of the governing statutes, on motion duly made, seconded and unanimously carried, were approved and ordered filed.

There were presented to the Board proofs of publication and posting of the notice of the public hearing to be held at this meeting on the additional appropriation proposed to be made on account of the construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library lying on the West side of Grace Street, and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement, which notice was published in the Rensselaer Republican and Kankakee Valley Post News. Said notice and proofs of publication and posting having been examined and found to be in due form of law, on motion duly made, seconded and unanimously carried, were approved and ordered filed.

The President stated that the Board was now ready to hear any taxpayers desiring to be heard in respect to the appropriation in the amount of $500,000 proposed to be made on account of the project, the funds required to meet said appropriation to be provided from the proceeds of bonds of the Jasper County Public Library heretofore authorized and the investment earnings thereon.

After hearing all taxpayers desiring to be heard in respect to the necessity for said appropriation, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

APPROPRIATION RESOLUTION

WHEREAS, there has been presented to the Board of Trustees of the Jasper County Public Library a Petition signed by more than fifty (50) owners of taxable real estate located in the library taxing district of Jasper County Public Library, requesting the Board of Trustees to issue bonds of the Jasper County Public Library in an amount not exceeding the sum of $500,000 to provide funds for application on the cost of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street, and being bounded on the North by an alley and on the South by South Street, in the Town of Wheatfield, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor, which petition the Board has found is drawn, signed, authenticated, certified and was presented in accordance with the provisions of I.C. 6-1.1-20-3; and

WHEREAS, notices of the filing of the Petition for Bonds, and the Notice of Determination to Issue Bonds, having been given; and

WHEREAS, the estimated cost of said project at the present time is in the approximate amount of Five Hundred Thousand Dollars ($500,000.00), and the Board has found that sufficient funds are not available or provided for in the existing budgets and tax levies for said project; that the Jasper County Public Library has a sufficient debt leeway to enable it to issue bonds for said purpose in the amount of Five Hundred Thousand Dollars ($500,000); and

WHEREAS, the Board has found that necessity exists for the project, and the Board now finds that a necessity exists for the appropriation of the proceeds of the bonds heretofore authorized for said purpose and the investment earnings thereon; NOW THEREFORE,

BE IT RESOLVED by the Board of Trustees of the Jasper County Public Library that an appropriation in the amount of Five Hundred Thousand Dollars ($500,000) be and the same is hereby made to be applied on the cost

of construction and equipment of a new branch library building on real estate now owned by the Jasper County Public Library, lying on the West side of Grace Street, and being bounded on the North by an alley and on the South by South Street, and in the Town of Wheatfield, Indiana, together with site development and improvement; said appropriation to include the incidental expenses necessarily incurred in connection with said project and the issuance of bonds on account thereof, and to be in addition to all appropriations provided for in the existing budget and to continue in effect until the completion of said project; that the funds to meet said appropriation shall be provided by the issuance and sale of bonds in the amount of Five Hundred Thousand Dollars ($500,000) of the Jasper County Public Library heretofore authorized.

On motion duly made, seconded and unanimously carried, the Secretary was instructed to cause to be filed with the County Auditor for transmission to the State Board of Tax Commissioners a certified copy of the minutes of the meeting, insofar as said minutes relate to said project appropriation, together with proofs of publication and posting of the notice of the hearing on said appropriation, and to furnish to the State Tax Board such other information as said Board may require in order to enable it to approve the appropriation on account of said project.

. . . . (Other business) . . . . .

There being no further business presented, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.

Joan Ostler

Joan Ostler, Secretary
Board of Trustees

MINUTES.....APRIL 15, 1985

The regular monthly meeting of the Jasper County Public Library was held Monday, April 15, 1985 at 7:30 pm following a special additional appropriations meeting. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Joan Ostler, secretary, Bob Souza, treasurer, Wanda Stewart and Will Doty, trustees, and Cathy Salyers, library director.

Minutes: On a motion by Joan Ostler, seconded by Miriam Lawyer, the minutes of the March 11, 1985 meeting were approved.

Bills/Financial Statement: On a motion by Bob Souza, seconded by Wanda Stewart, the board accepted the bills and the financial report.

Director's Report: Mrs. Salyers reported that overall circulation was down only 4.5%; Rensselaer circulation was up 9%, DeMotte circulation was up 17.4%, and Wheatfield circulation was down 31% over last year.

She also reported that Mary Martin, Lynn Daugherty and she attended a management workshop on Friday, April 12, at the Westchester Public Library.

Budget/Planning Committee: President Mary Linda Casey appointed Bob Souza and Will Doty to the 1986 Budget Committee.

Wheatfield Business: The Interior Decorating Committee set a meeting for Tuesday, April 23, 1985 at 9:00 am.

Mrs. Salyers reported that Karen Brown was hired as a page at Wheatfield.

DeMotte Business: Mrs. Salyers reported that the DeMotte Friends want to use their money to help remodel the DeMotte basement. The board requested that the Friends develop plans to be submitted to the board for final approval. The board also expressed thanks to the DeMotte Friends for their generosity.

Rensselaer Business: Mrs. Salyers reported that the new book drop was finished. She further reported that Rensselaer has two student workers from the Rensselaer High School.

Adjournment: On a motion by Joan Ostler, seconded by Will Doty, the meeting adjourned at 8:20 pm.

AGENDA.....MAY 13, 1985

1. Ralph Dunkin/Wheatfield Business

2. Minutes

3. Bills/Financial Report

4. Director's Report
   - 4.1 Insurance
   - 4.2 Circulation
   - 4.3 Budget & Planning
   - 4.4 Bulletin Board Policy

5. Rensselaer Business
   - 5.1 Shrubs
   - 5.2 Janette Oke

6. DeMotte Business

7. Executive Session
   - 7.1 Personnel

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

April 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 29 for D & 9 for W 38	Dem filled 3 for W & 1 for R 36	2
b. Received	29	25	
c. Outstanding	9	11	2
d. Films			
No. of Films	2		
No. of Viewers	36		
2. REGISTRATION			
a. Borrowers Added	R - 52 Co - 38	56	17
b. Total Registered	7,498		
3. REFERENCE QUESTIONS			
a. Telephone	124	115	203
b. In Person	190	241	197
4. LOCAL HISTORY-GENEALOGY			
a. In person	14		
b. Microfilms Used	3		
c. Research by Mail	1		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING April 30, 1985

	1984	1985	
Monthly Circulation	14,320	12,898	
Daily Average	551	496	
January to Date Total Circulation	53,831	50,671	5.9% down

Rensselaer	221 /day
DeMotte	159 /day
Wheatfield	143 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	68			859	36		5	813	20			404
Non-Fiction	95			1,060	51		2	945	6			252
Paperbacks	8			1,006	35			414				1,264
CHILDREN'S BOOKS: Fiction	33			1,348	13		7	961	9			556
Non-Fiction	25			398	13		2	289	12			146
FILMSTRIPS												
MAGAZINES: Adult				254			4	295				183
Children				20								
MAPS, PICTURES, PHOTOS, PRINTS				13	1			6				80
MICROFILM												
PAMPHLETS	111		1	375				192				19
SOUND RECORDINGS	19			233	26			90				45
CED's				28				23				17
VHS's	2			159	12			111	8			40
TOTAL	250			5,753	187		20	4,139	55			3,006
Percent of Increase (+) or Decrease (-)				+ 5.5				+ 9				- 41

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month April 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	21,000.00	1,750.00	7,000.00	14,000.00
2	Assistants	128,131.00	10,518.26	42,401.02	85,729.98
3	Janitors	4,930.00	175.78	1,012.98	3,917.02
4	Employee Benefits	18,500.00	3,239.68	5,916.52	12,583.48
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	4,300.00	121.66	746.57	3,553.43
7	Operating Supplies	2,200.00	89.50	1,245.17	954.83
8	Repair & Maintenance Supplies	700.00	137.84	353.91	346.09
9	Library & Other Supplies	5,500.00	193.04	440.52	5,059.48
10	Professional Services	2,500.00		8,183.25	-5,683.25
11	Communication & Transportation	12,500.00	1,157.74	2,944.89	9,555.11
12	Printing & Advertising	600.00	41.30	97.49	502.51
13	Insurance	4,000.00	184.00	1,900.00	2,100.00
14	Utility Services	12,600.00	923.13	4,270.70	8,329.30
15	Repairs & Maintenance	9,000.00	1,212.27	2,286.66	6,713.34
16	Rentals-Real Estate-Equipment	801.00	22.00	408.27	392.73
17	Dues, Interest, Taxes & Assessments	851.00		362.00	489.00
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00
19	Maintenance Contracts	3,450.00	24.00	1,030.00	2,420.00
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00
21	Furniture & Equipment	7,000.00	489.19	6,436.94	563.06
22	Books	55,000.00	3,752.54	15,881.79	39,118.21
23	Periodicals & Newspapers	7,000.00	425.70	5,146.10	1,853.90
24	Nonprinted Materials	7,500.00	1,154.67	2,581.43	4,918.57
25					
26					
27		316,564.00	25,612.30	110,646.21	205,917.79
28					
29					
30					
31	Beginning Balance 80,387.30				
32	Plus Deposits 2,100.15				
33	Minus Checks 26,140.02				
34	Ending Balance 56,347.43				
35					
36					
37					
38					
39					
40					

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month April

Super Now Checking Account- Northwest National Bank			
Operating Fund Balance		-118.13	
Rensselaer Gift Fund Balance		601.69	
DeMotte Gift Fund Balance		378.38	
Wheatfield Gift Fund Balance		639.80	
Bond Account		18.00	
LIRF Account			
Reserve for Insurance Collected		969.92	
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank			2,489.66
Investments - Northwest National Bank			
Bond Hi Fi - No.#70-0195-1		7,187.93	
Operating Hi Fi Account No. #70-0193-6		7,268.02	
Hi- Fi Account No. #70-0120-9		14,401.82	
Operating Cert of Deposit No. #900095180		25,000.00	
LIRF Investment			
Bond Certificate of Deposit			
Total Investments			53,857.77
Total of All Funds Ending April 1985			56,347.43

OPERATING FUND

BILLS TO BE ALLOWED.....MAY 13, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 406.57
NIPSCO	(3.51)	DeMotte	263.11
NIPSCO	(3.51)	Wheatfield	97.92
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	82.55
United Telephone Co.	(3.21)	Rensselaer	227.10
United Telephone Co.	(3.21)	Wheatfield	29.84
		TOTAL [A]	$1,107.09

Other Claims:

4-County Supply	(3.61)	Building Main.-R & D	$ 385.00
American Library Association	(4.52)	Periodicals-D	40.00
Associated Libraries, Inc.	(4.51)	Books	610.47
Baker & Taylor	(4.51)	Boosk	2,684.69
Becker, Margaret	(3.23)	Mileage	111.60
Bob's Furniture Refinishing Ser.	(3.62)	Desk Refinishing-W	311.00
Brodart	(4.51)	Books-$194.54	376.89
	(3.72)	Sysdac Rental-$108.02	
	(2.41)	Sysdac Tape-$74.33	
Brown's Westside Garden Shop	(3.96)	Lawn Maintenance-R	112.45
Central States Sales Corp.	(2.42)	Projector Bulb-R	17.94
Childrens Press	(4.51)	Books	1,008.57
Consolidated Insurance Agency	(3.42)	Add. Insurance Premium	34.00
Credit Bureau Services, Inc.	(4.52)	Periodicals-D	12.00
Daisey Book Company	(4.51)	Books	162.59
Daugherty, Lynn	(3.23)	Mileage-$29.00	35.70
	(4.51)	Books-$6.70	
Demco	(4.53)	Processing Sup.-$60.12	182.04
	(2.41)	Library Sup.-$121.92	
DeMotte IGA Supermarket	(4.52)	Newspapers-D	8.00
The Executive Inn	(3.24)	Professional Meeting	
Fagen, Charlotte	(3.23)	Mileage	8.80
Gaylord	(4.51)	Processing Supplies	49.75
H. W. Wilson Company	(4.52)	Periodicals-R	265.00
Harvey's	(2.31)	Janitorial Supplies-R	3.02
Heritage Office Products, Inc.	(2.13)	Office Supplies	8.27
ILA/ILTA	(3.91)	Dues	253.25
Indiana Historical Society	(4.51)	Books	20.55
Ingram	(4.53)	VHS Recordings	372.65
Jacobsens	(4.40)	Furniture-D	199.88
K. V. Electric	(3.61)	Electrical Repair-D & W	86.60
Kankakee Valley Post-News	(3.31)	Publication of Notice	46.78
LOM Corporation	(3.12)	Architectural Service	
Main Line Book Company	(4.51)	Books	456.29
Martin, Mary K.	(3.23)	Mileage	68.60
Monroe	(2.42)	Copier Paper	104.40
National Geographic Society	(4.51)	Books	8.95
National Geographic Society	(4.51)	Books	24.95
NIALSA	(3.22)	Postage for Films	9.00
NIALSA	(3.24)	Professional Meeting	6.00
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Postmaster General	(3.22)	Postage	122.00
Quality Paperback Book Club	(4.51)	Books	79.23

BILLS TO BE ALLOWED (continued).....MAY 13, 1985

Quill	(2.13) Office Sup.-$102.80	$ 108.43
	(4.40) Equipment-$5.63	
Rensselaer Republican	(3.31) Publication of Notice	46.78
Ribordy Drugs	(2.41) Film & Photo Finishing	12.42
Salyers, Catherine A.	(3.23) Mileage	59.60
Salyers, Catherine A.	PETTY CASH - Rensselaer	20.84
	(2.31) Janitorial Sup.-$.60	
	(2.41) Film-$3.69	
	(3.62) Coax Cord-$3.00	
	(3.22) Postage-$13.55	
Salyers, Catherine A.	PETTY CASH - Wheatfield	22.49
	(2.31) Janitorial Sup.-$9.65	
	(3.22) Postage-$12.84	
Smith's True Value Farm Store	(3.61) Paint Supplies-R	33.59
Tachtiris, Jill	(3.23) Mileage	50.00
Tom's Supermarket	(2.31) Janitorial Supplies	13.98
Transemantics, Inc.	(4.51) Books	6.60
United States Geological Survey	(4.51) Books	13.50
Wisconsin Library Association	(4.51) Books	3.00
Yoder, Ethel	(3.23) Mileage	84.40
	TOTAL [B]	
	TOTAL [A] + [B]	

DRAFT #2

BULLETIN BOARD POLICY

The primary purpose of the bulletin boards located in the Jasper County Public Library system is to serve as a medium of communication between the Library and the public and to promote the Library.

While first considerations are given to the Library, notices of non-profit civic, cultural, or educational events may be accepted for display as space permits. However, the Library reserves the right to determine what shall be exhibited. Political or commercial advertisements or notices of recruitment to a particular group or club shall not be accepted for display.

All notices and displays are posted at the risk of the person or group, and the library bears no responsibility for the content, damage to, or unauthorized removal from the display area of the notices.

Containers for contributions may not be placed in the Library.

Questions concerning the exhibiting of any specific notice, poster, or other materials should be sent to the director.

JUNE

AGENDA.....JUNE 10, 1985

1. Bill Moriarty/Wheatfield Business
   1.1 Revised Drawings

2. Minutes

3. Bills/Financial Statement

4. Directors Report
   4.1 Circulation
   4.2 LOM Invitation
   4.3 Budget
   4.4 Signs for Cars

5. DeMotte Business
   5.1 Remodeling Project

6. Rensselaer Business
   6.1 Adult Education Center

7. Executive Session
   7.1 Personnel
   7.2 1986 Salaries

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

May 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 59 req. for branches 54	26	0
b. Received	43	16	0
c. Outstanding	11	10	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	N-R 3 R 6 Co 11	D. 32	W 7
b. Total Registered	7,492		
3. REFERENCE QUESTIONS			
a. Telephone	118	99	190
b. In Person	193	266	170
4. LOCAL HISTORY-GENEALOGY			
a. In person			
b. Microfilms Used			
c. Research by Mail			
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING May 1985

	1984	1985	
Monthly Circulation	12,100	12,974	
Daily Average	465	499	
January to Date Total Circulation	65,931	63,645	-3.5%

Rensselaer	220 /day
DeMotte	165 /day
Wheatfield	129 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	66		2	963	20			812	29			379
Non-Fiction	53		104	908	52			763	19			256
Paperbacks	7			1,150	1			511				1,062
CHILDREN'S BOOKS:												
Fiction	47			1,380	35			1,272	16			722
Non-Fiction	40			426				303	16			188
FILMSTRIPS												
MAGAZINES:												
Adult				328				247				201
Children				30								
MAPS, PICTURES, PHOTOS, PRINTS CAMERA, DISC PLAYER				16				3				38
MICROFILM												
PAMPHLETS	23		10	165				87				5
SOUND RECORDINGS	24			196	19			148				52
CED's	7			19				21	18			9
VHS's	1			150	4			112				52
TOTAL	268		116	5,731	131			4,279	98			2,964
Percent of Increase (+) or Decrease (-)				+15%				+11%				-9%

MINUTES.....MAY 13, 1985

The regular monthly meeting of the Jasper County Public Library Board was held Monday, May 13, 1985 at 7:00 pm. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Joan Ostler, secretary, Will Doty, Wanda Stewart, Frank Wright, trustees, Cathy Salyers, library director, and Mary K. Martin, headquarters librarian. Bob Souza and Lynn Daugherty joined the meeting at 8:45 pm.

Wheatfield Business: Ralph Dunkin presented and discussed updated preliminary plans. Following a lenghty discussion, Will Doty moved that the roof on the Wheatfield building be a gabled roof with a 6/12 pitch. Frank Wright seconded. The motion carried unanimously. The board voted by consensus that the windows on the south side of the proposed Wheatfield building be flush with the wall instead of recessed.

Minutes: On a motion by Joan Ostler, seconded by Wanda Stewart, the board voted unanimously to approve the minutes as presented.

Bills/Financial Report: On a motion by Will Doty, seconded by Miriam Lawyer, the board voted unanimously to approve the bills and accept the financial report.

Director's Report: Mrs. Salyers presented suggestions from the Trans-America Insurance Company concerning hazardous conditions in the DeMotte and Rensselaer libraries. The board directed Mrs. Salyers to contact the company concerning the suggestions and their impact on the library's insurance liability.

Mrs. Salyers reported increases in DeMotte's and Rensselaer's circulation and a decrease in Wheatfield's circulation.

On a motion by Miriam Lawyer, seconded by Wanda Stewart, the board voted unanimously to accept the Bulletin Board Policy as presented.

Rensselaer Business: Mary K. Martin discussed the replacement of the shrubs at the front of the Rensselaer building. She reported that the existing shrubs were dying and needed to be replaced. The board directed Ms. Martin to use her judgement in refurbishing the lawn and shrubs.

Mrs. Salyers noted that Janette Oke, Christian fiction author, would be visiting the Rensselaer Library on Saturday, May 18 from 1 - 3 pm.

Mary Linda Casey noted that Tri Kappa would be donating $50.00 to the library. Possible purchases were suggested such as a videotape and/or a clock for the meeting room.

By consensus, the regular meeting adjourned at 8:41 pm.

Executive session convened at 8:46 pm for the purpose of discussing personnel. No other items were discussed, and no matters that were discussed were voted upon.

The board adjourned by consensus at 9:53 pm.

OPERATING FUND

BILLS TO BE ALLOWED.....JUNE 10, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 299.19
NIPSCO	(3.51)	DeMotte	157.23
NIPSCO	(3.51)	Wheatfield	57.01
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	87.28
United Telephone Co.	(3.21)	Rensselaer	229.86
United Telephone Co.	(3.21)	Wheatfield	31.03
		TOTAL [A]	$ 861.60

Other Claims:

A. E. Boyce Co., Inc.	(2.11)	Official Records	$ 17.64
Ace Hardware	(4.40)	Garbage Can-$8.99	10.28
	(2.21)	Janitorial Sup.-$1.29	
Baker & Taylor	(4.51)	Books	1,204.51
Becker, Margaret	(3.23)	Mileage-$111.60	181.60
	(3.61)	Window Cleaning-$50.00	
	(3.96)	Lawn Maintenance-$20.00	
Better Vision Institute, Inc.	(4.51)	Pamphlets	1.00
Books on Tape	(4.53)	Recordings	42.95
Brodart	(4.51)	Books-$86.35	160.68
	(2.41)	Sysdac Tape-$74.33	
Consolidated Insurance Agency	(3.41)	Bond for Salyers	80.00
Credit Bureau Services, Inc.	(4.52)	Periodicals-D	12.00
Daugherty, Lynn	(3.23)	Mileage-$142.20	183.21
	(4.51)	Books-$3.55	
	(3.24)	Professional Mtg.-$14.02	
		Gift Fund-DeMotte-$23.44	
DeYoung Plumb., Heat. & Air Cond.	(3.61)	Air Conditioning Service	25.00
DeMotte IGA Supermarket	(4.52)	Newspapers-D-$6.00	10.87
	(2.21)	Janitorial Sup.-$4.87	
Doty, Wilbur	(3.23)	Mileage-$103.20	121.20
	(4.51)	Books-$18.00	
Eastin-Phelan Corporation	(4.53)	Audio-Visual	189.31
EBSCO	(4.52)	Periodicals	30.14
Grolier Educational Corp.	(4.51)	Books	309.00
H M B Publications	(4.51)	Books	4.95
Harper & Row, Publishers, Inc.	(4.53)	Recordings	6.10
Harveys	(2.21)	Janitorial Sup.	.75
Heritage Office Products	(4.40)	Typewriter Disc-$35.00	118.80
	(2.13)	Office Supplies-$83.80	
Highsmith	(4.53)	Processing Supplies	50.90
Ingram	(4.53)	VHS Recordings	324.79
Kibreah, Golam	(3.24)	Professional Meeting	8.98
Lion Publishing Corp.	(4.51)	Books	13.95
LOM Corporation	(3.12)	Architectural Service	
Main Line Book Company	(4.51)	Books	250.74
Martin, Mary K.	(3.24)	Professional Meeting	32.02
Mehay, Steve	(3.96)	Mowing	50.00
Monroe	(4.40)	Drum for Copier-$250.00	275.00
	(2.42)	Developer-$25.00	
National Geographic Society	(4.51)	Books	8.95

National Geographic Society	(4.51)	Books	$ 49.90
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Post-Tribune	(4.52)	Newspapers	104.00
Postmaster General	(3.22)	Postage	72.00
Publishers Telemarketing	(4.53)	VHS Recordings	128.34
Quill	(4.40)	Equipment-$9.98	87.82
	(2.13)	Office Supplies-$77.84	
Romack, James	(4.40)	Snow Blower	100.00
S & S Lawn Service	(3.96)	Lawn Maintenance	107.50
Salyers, Catherine A.	(3.23)	Mileage-$50.40	210.40
	(4.40)	Slide Projectors-$160.00	
Salyers, Catherine A.	PETTY CASH - DeMotte		22.19
	(3.22)	Postage-$8.71	
	(2.13)	Office Supplies-$3.87	
	(2.21)	Janitorial Supplies-$3.68	
	(4.40)	Garden Hose-$5.93	
Salyers, Catherine A.	PETTY CASH - Rensselaer		24.83
	(3.22)	Postage-$9.27	
	(4.51)	Books-$8.95	
	(2.41)	Library Supplies-$6.61	
Silver Burdett Company	(4.51)	Books	27.08
Thomas Bouregy and Co., Inc.	(4.51)	Books	53.50
Tom's Supermarket	(4.40)	Can Opener $5.29	22.55
	(2.21)	Janitorial Supplies-$17.26	
Tysen's Country Grocery, Inc.	(2.21)	Janitorial Supplies	24.39
Upstart	(2.41)	Summer Reading-D,R,W-$48.49	55.44
	(2.41)	Library Supplies-R-$6.95	
Virginia Noir	(4.51)	Books	4.00
Warner Audio Publishing Inc.	(4.53)	Recording	9.95
		TOTAL [B]	$4,838.21
		TOTAL [A] + [B]	$5,699.81

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month May 1985 — 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	8,750.00	12,250.00	1
2	Assistants	128,131.00	11,484.50	53,885.52	74,245.48	2
3	Janitors	4,930.00	428.58	1,441.56	3,488.44	3
4	Employee Benefits	18,500.00	963.35	6,879.87	11,620.13	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	111.07	857.64	3,442.36	6
7	Operating Supplies	2,200.00	344.35	1,589.52	610.48	7
8	Repair & Maintenance Supplies	700.00	17.60	371.51	328.49	8
9	Library & Other Supplies	5,500.00		440.52	5,059.48	9
10	Professional Services	2,500.00	370.00	8,553.25	[-6,053.25]	10
11	Communication & Transportation	12,500.00	1,200.50	4,145.39	8,354.61	11
12	Printing & Advertising	600.00	93.56	191.05	408.95	12
13	Insurance	4,000.00	34.00	1,934.00	2,066.00	13
14	Utility Services	12,600.00	767.60	5,038.30	7,561.70	14
15	Repairs & Maintenance	9,000.00	816.19	3,102.85	5,897.15	15
16	Rentals-Real Estate-Equipment	801.00	108.02	516.29	284.71	16
17	Dues, Interest, Taxes & Assessments	851.00	253.25	615.25	235.75	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	121.45	1,151.45	2,298.55	19
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00	20
21	Furniture & Equipment	7,000.00	208.51	6,645.45	354.55	21
22	Books	55,000.00	5,330.38	21,212.17	33,787.83	22
23	Periodicals & Newspapers	7,000.00	325.00	5,471.10	1,528.90	23
24	Nonprinted Materials	7,500.00	432.77	3,014.20	4,485.80	24
25						25
26						26
27		316,564.00	25,160.68	135,806.89	180,757.11	27
28						28
29						29
30						30
31	Beginning Balance 34 56,347.43					31
32	Plus Deposits 46.520.83					32
33	Minus Checks 24.968.35					33
34	Ending Balance 77.899.91					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	Balance of All Funds -1985 Month May 1985		
Super Now Checking Account- Northwest National Bank			
Operating Fund Balance		20,382.94	
Rensselaer Gift Fund Balance		721.69	
DeMotte Gift Fund Balance		438.38	
Wheatfield Gift Fund Balance		1,139.80	
Bond Account		18.00	
LIRF Account			
Reserve for Insurance Account		1,162.25	
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank			23,863.06
Investments - Northwest National Bank			
Bond Hi Fi - No.#70-0195-1		7,232.54	
Operating Hi Fi Account No. #70-0193-6		7,313.12	
Hi- Fi Account No. #70-0120-9		14,491.19	
Operating Cert of Deposit No. #900095180		25,000.00	
LIRF Investment			
Bond Certificate of Deposit			
Total Investments			54,036.85
Total of All Funds Ending May 1985			77,899.91

JULY

AGENDA.....JULY 8, 1985

1. Bill Morarity

2. Minutes

3. Bills/Financial Statement

4. Director's Report

    4.1 Circulation

    4.2 Group Insurance

    4.3 Next Meeting

    4.4 Budget

5. Election of Secretary

6. Wheatfield Business

    6.1 Final Plans

    6.2 Furniture

7. Rensselaer Business

8. DeMotte Business

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

June 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	filled 45 req. for branches 56	filled 10 req. for W & R 19	filled 2 req. for R 1
b. Received	43	13	0
c. Outstanding	13	6	1
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	6 NR R 58 CO 41	110	38
b. Total Registered	7,673		
3. REFERENCE QUESTIONS			
a. Telephone	93	92	103
b. In Person	140	147	107
4. LOCAL HISTORY-GENEALOGY			
a. In person	13		
b. Microfilms Used	8		
c. Research by Mail	1		
d. Oral Histories	0		

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING June 30, 1985

	1984	1985	
Monthly Circulation	15,809	17,546	
Daily Average	607	702	
January to Date Total Circulation	81,740	81,191	.67% down

Rensselaer	260 /day
DeMotte	266 /day
Wheatfield	211 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	45			1,023	96		8	956	13			394
Non-Fiction	49			697	105			741	3			223
Paperbacks	5			497	3			477				1,662
CHILDREN'S BOOKS: Fiction	46			2,613	29		6	3,046	5			1,483
Non-Fiction	38			780	42			806	1			329
FILMSTRIPS				23								2
MAGAZINES: Adult				264				283				137
Children				20								
MAPS, PICTURES, PHOTOS, PRINTS PROJECTORS, VIDEOPLAYER				16				6				31
MICROFILM												
PAMPHLETS	93		152	61				10				14
SOUND RECORDINGS	13			275	8			140	10			80
CED's				54				21				9
VHS's	3			178	2			127				68
TOTAL	292		152	6,501	285		14	6,613	32			4,432
Percent of Increase (+) or Decrease (-)				+1%				+5%				+28%

MINUTES.....JUNE 10, 1985

The regular monthly meeting of the Jasper County Public Library Board was held Monday, June 10, 1985 at 7:00 pm. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Joan Ostler, secretary, Bob Souza, treasurer, Cathy Salyers, Director, Mary K. Martin, Headquarters Librarian, and Lynn Daugherty, Coordinator of the Branches.

Rensselaer Business: Ann Boss and Linda O'Brien from the Adult Education program were present to request the use of the Rensselaer meeting room 12 - 20 hours with at least one evening per week from now until June 1986. After a discussion, Bob Souza moved and Joan Ostler seconded a motion to allow the Adult Education Center to use the meeting room until the board considers the matter at a later board meeting. The motion carried unanimously.

Wheatfield Business: Bill Moriarty reported that Therber & Wilkerson Associates recommended that there was no advantage to selling our bonds with the Indiana Bond Bank. They further advised that we begin our bonding process now to insure a low interest rate. After a lengthy discussion, Miriam Lawyer moved and Bob Souza seconded a motion to sell $500,000 in bonds and move schedule sale ahead one month. The motion carried unanimously.

Cathy Salyers reported that due to State Fire Marshall standards the west wall of the proposed Wheatfield building cannot have any openings to the outside; therefore the fire proof storage room would need be moved to the end of the meeting room and the librarian's office would be redesigned to accomodate this change. On a motion by Bob Souza, seconded by Joan Ostler, the proposed changes were approved unanimously.

Minutes: On a motion by Miriam Lawyer, seconded by Bob Souza, the board voted unanimously to approve the minutes as presented.

Bills/Financial Statement: On a motion by Bob Souza, seconded by Joan Ostler, the board voted unanimously to approve the bills and accept the financial report.

Director's Report: Mrs. Salyers reported that the total systems circulation showed an increase over last May. Rensselaer's and DeMotte's circulations were up 15% and 11% respectively and Wheatfield's circulation was down 9%. Mrs. Salyers also noted that LOM Associates had invited the Board to an open house on June 22. Concerning the 1986 Budget, Mrs. Salyers presented a preliminary 1986 budget and notes concerning appropriation increases and the upcoming rate appeal. Mrs. Salyers reported that an anonymous donor gave the library magnetic signs with the library's name on them for use on staff members' vehicles while they travel on library business.

DeMotte Business: Lynn Daugherty reported that the DeMotte Friends had obtained a bid concerning the proposed basement remodeling project at the DeMotte Library to which both the library and the "Friends" would contribute funds to cover the cost of the project. The Board, by consensus, differed any decision until the 1986 budget is approved.

Adjournment: On a motion by Miriam Lawyer, seconded by Bob Souza, the regular board meeting adjourned at 8:45 pm.

Executive Session: The executive session convened at 8:45 pm. Personnel matters and 1986 salaries were discussed. By consensus, the executive session adjourned at 9:55 pm.

OPERATING FUND

BILLS TO BE ALLOWED.....JULY 8, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 250.06
NIPSCO	(3.51)	DeMotte	212.52
NIPSCO	(3.51)	Wheatfield	70.34
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	69.57
United Telephone Co.	(3.21)	Rensselaer	237.56
United Telephone Co.	(3.21)	Wheatfield	33.47
		TOTAL [A]	$ 873.52

Other Claims:

A. E. Boyce Co., Inc.	(2.11)	Purchase Orders	$ 88.57
Academic Therapy Publications	(4.51)	Pamphlets	6.00
Ace Hardware	(2.13)	First Aid Kit-D	5.49
American Family	(4.51)	Books	11.99
Arnold, Chuck	(3.61)	Window Washing-R	200.00
Associated Libraries, Inc.	(4.51)	Books	38.53
Baker & Taylor	(4.51)	Books-$3238.78	3,513.78
	(3.72)	BaTaPhone Lease-$275.00	
Becker, Margaret	(3.23)	Mileage-$99.20	139.20
	(3.96)	Mowing-D-$40.00	
Ben Franklin	(2.13)	Office Supplies-$3.39	12.28
	(4.40)	Trash Can-$8.89	
Brodart	(4.51)	Books-$111.35	186.01
	(2.41)	Sysdac Tape-$74.66	
Campbell Printing Co.	(2.13)	Rubber Stamp	7.96
Childrens Press	(4.51)	Books	151.68
Corning, Jacquelyn	(3.23)	Mileage-$37.40	41.40
	(3.24)	Professional Mtg.-$4.00	
Credit Bureau Services, Inc.	(4.52)	Periodicasl-D	12.00
DEMCO	(2.13)	Office Supplies-$30.93	323.44
	(4.40)	Equipment-R-$47.21	
	(2.41)	Library Supplies-$105.94	
	(4.51)	Processing Supplies-$139.36	
DeMotte IGA Supermarket	(4.52)	Newspapers-D	8.00
DeMotte Office Supply	(2.13)	Office Supplies	22.26
Dugan's Office Supply	(4.40)	Equipment-W	59.79
Facts on File, Inc.	(4.51)	Books	71.34
Federal Jobs Digest	(4.52)	Magazine-R	55.00
Gaylord	(4.40)	Equipment-D-$42.68	53.88
	(4.40)	Equipment-W-$11.20	
Heritage Office Products, Inc.	(4.40)	Furniture-R-$197.95	235.94
	(2.13)	Office Supplies-$37.99	
Highsmith	(4.40)	Equipment-R	26.27
ISC Publications	(4.51)	Books	14.95
Jung, Kenneth	(3.96)	Mowing-R	20.00
Little, Brown and Company	(4.51)	Books	25.25
LOM Corporation	(3.12)	Architectural Service	

Main Line Book Company	(4.51) Books	$ 211.42
Mehay, Steve	(3.96) Mowing-W	17.50
Monroe	(2.42) Toner	51.24
National Geographic Society	(4.51) Books	9.95
New York Public Library	(4.51) Books	6.00
NIALSA	(3.22) Postage	12.00
Olympia Book Company Inc.	(4.51) Books	178.08
Ooms Bros. Disposal Service	(3.95) Trash Pick-Up-D	9.00
Post-Tribune	(4.52) Newspaper-W	104.00
Postmaster General	(3.22) Postage	94.00
Quality Paperback Book Club	(4.51) Books	56.99
Rensselaer Republican	(4.52) Newspaper-W	31.00
Ribordy, Drugs	(2.41) Film	8.99
Ricker, Lois	(1.23) Group Insurance	480.00
Salyers, Catherine A.	(3.23) Mileage	46.40
Salyers, Catherine A.	PETTY CASH - DeMotte	18.53
	(2.13) Office Sup.-$10.23	
	(2.21) Janitorial Sup.-$1.00	
	(2.41) Library Sup.-$7.30	
Salyers, Catherine A.	PETTY CASH - Wheatfield	22.42
	(3.22) Postage-$9.20	
	(2.21) Janitorial Sup.-$8.22	
	(3.72) P.O. Box Rental-$5.00	
Salyers Construction	(3.61) Installation of Lights-R	90.00
Schultz Bros. Co.	(2.41) Bulletin Board Material-D	5.10
Smith's True Value Farm Store	(2.32) Paint-R	33.94
Spurgeon, Eileen	(1.23) Group Insurance	290.00
Tom's Super Market	(2.21) Janitorial Supplies	17.65
Tysen's Country Grocery	GIFT FUND - DeMotte	9.31
Young & Associates	(4.53) Recordings	120.00
	TOTAL [B]	
	TOTAL [A] +[B]	

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	Month	June 1985	1985		
		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	21,000.00	1,750.00	10,500.00	10,500.00
2	Assistants	128,131.00	11,133.95	65,019.47	63,111.53
3	Janitors	4,930.00	442.40	1,883.96	3,046.04
4	Employee Benefits	18,500.00	982.42	7,862.29	10,637.71
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	4,300.00	257.48	1,115.12	3,184.88
7	Operating Supplies	2,200.00	13.56	1,603.08	596.92
8	Repair & Maintenance Supplies	700.00	77.24	448.75	251.25
9	Library & Other Supplies	5,500.00	48.49	489.01	5,010.99
10	Professional Services	2,500.00	795.50	9,348.75	(-6,848.75)
11	Communication & Transportation	12,500.00	900.57	5,045.96	7,454.04
12	Printing & Advertising	600.00		191.05	408.95
13	Insurance	4,000.00	80.00	2,014.00	1,986.00
14	Utility Services	12,600.00	513.43	5,551.73	7,048.27
15	Repairs & Maintenance	9,000.00	75.00	3,177.85	5,822.15
16	Rentals-Real Estate-Equipment	801.00		516.29	284.71
17	Dues, Interest, Taxes & Assessments	851.00		615.25	235.75
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00
19	Maintenance Contracts	3,450.00	186.50	1,337.95	2,112.05
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00
21	Furniture & Equipment	7,000.00	575.19	7,220.64	(- 220.64)
22	Books	55,000.00	2,044.43	23,256.60	31,743.40
23	Periodicals & Newspapers	7,000.00	152.14	5,623.24	1,376.76
24	Nonprinted Materials	7,500.00	752.34	3,766.54	3,733.46
25					
26					
27		316,564.00	20,780.64	156,587.53	159,976.47
28					
29					
30					
31	Beginning Balance 77,899.91				
32	Plus Deposits 96,870.56				
33	Minus Checks 22,651.19				
34	Ending Balance 152,119.28				
35					
36					
37					
38					
39					
40					

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month June 1985

	1	2	3	4
Super Now Checking Account- Northwest National Bank				
Operating Fund Balance			93,630.75	
Rensselaer Gift Fund Balance			718.20	
DeMotte Gift Fund Balance			438.38	
Wheatfield Gift Fund Balance			1,139.80	
Bond Account			2,155.30	
LIRF Account				
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank				98,082.43
Investments - Northwest National Bank				
Bond Hi Fi - No.#70-0195-1			7,232.54	
Operating Hi Fi Account No. #70-0193-6			7,313.12	
Hi- Fi Account No. #70-0120-9			14,491.19	
Operating Cert of Deposit No. #900095180			25,000.00	
LIRF Investment				
Bond Certificate of Deposit				
Total Investments				54,036.85
Total of All Funds Ending June 1985 1985				152,119.28

25,000
7,313.12
32,313.12

Vorys, Sater, Seymour and Pease

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Arthur I. Vorys
1858-1933
Lowry F. Sater
1867-1935
Augustus T. Seymour
1873-1926
Edward L. Pease
1873-1924

In Washington [illegible]

In Cleveland [illegible]

In Cincinnati [illegible]

Writer's Direct Dial Number

(614) 464-6219

May 31, 1985

A. Chapman Parsons, Executive Director
Ohio Library Association
40 South Third Street
Suite 230
Columbus, Ohio 43215

Dear Mr. Parsons:

The purpose of this letter is to apprise you and your members of the applicability of the Fair Labor Standards Act of 1938 ("FLSA") as a result of the recent United States Supreme Court decision in Garcia v. San Antonio Metropolitan Transit Authority.

Overview of the FLSA and Supreme Court Interpretations

In 1938, Congress passed the FLSA, intending the law to govern, among other things, the wages and hours of most private employees in the United States. In 1974, Congress adopted certain amendments to the FLSA which purported to bring public employees, including state and local governmental employees, within the FLSA's coverage. However, in its 1976 decision in National League of Cities v. Usery, the United States Supreme Court declared that the 1974 Amendments to the FLSA were unconstitutional because they "operated to directly displace the States' freedom to structure integral operations in areas of traditional governmental functions." The Supreme Court held that the Commerce Clause of the United States Constitution precluded Congress from regulating the wages and hours of certain employees, including state and local governmental employees and employees of public agencies.

For a variety of reasons, including the inability of the judicial system to determine which governmental functions

were "traditional governmental functions" within the meaning of National League of Cities, the Supreme Court, on February 19, 1985, overruled the National League of Cities case in Garcia v. San Antonio Metropolitan Transit Authority ("Garcia"). In Garcia, the Supreme Court re-established the authority of Congress to regulate the wages and hours of employees of states and their political subdivisions and public agencies through the FLSA. The Court ruled that there is "nothing in the overtime and minimum wage requirements of the FLSA. . . that is destructive of state sovereignty or violative of any constitutional provision." The requirement of Garcia is clear: state and local governments and their public agencies, including public libraries, must comply with the FLSA.

In Garcia, the Supreme Court did not establish an effective date as to when compliance with the FLSA by affected employers would be mandatory. However, it is unlikely that the requirement will be applied retroactively from the date of the decision. Compliance by public employers within a reasonable time after the date of the Garcia decision will probably suffice. (In the final analysis, the effective date of Garcia is likely to be determined in future litigation.)

Because compliance with the FLSA by public employers, including libraries, is now mandated, it is important to understand the basic requirements of the Act.

1. Employees Covered by the FLSA

All employees of a library, including full and part-time employees, are covered by the FLSA unless their jobs fit within certain "white collar" exemptions (discussed below). Thus, for example, a student page whose work is limited to weekends or evenings is covered by the Act, and must be paid at least minimum wage, notwithstanding his or her part-time status.

The "white collar" exemptions to the FLSA are discussed in Section 13(a)(1). This section of the Act exempts "bona fide" executive, administrative and professional employees from the minimum wage and overtime provisions of the law. An "executive" employee is one who (1) earns at least $155 per week, (2) has duties which include management of an organization, subdivision or department of an organization, (3) supervises two or more employees and (4) has the authority to fire and hire employees or effectively make recommendations with respect to firing and hiring.

An "administrative" employee is one who (1) earns at least $155 per week, (2) has duties which include performing non-manual work directly related to management policy or business operations, (3) exercises discretion or independent judgment, (4) assists an executive or administrative employee, (5) performs general supervision along specialized lines, and (6) executes specialized assignments only under general supervision.

A "professional" employee must (1) earn at least $170 per week, (2) have duties which require advanced knowledge acquired through specialized study,(3) perform original or creative work involving "artistic endeavor" or work of an intellectual and varied nature which involves output which cannot be measured quantitatively. Because of the varied nature of library work and library employees, and because of the general definition of a "professional" employee, many library employees may be considered "professional employees" and therefore be exempt from the FLSA. Ultimately, whether a particular employee is a "professional" will depend on the facts and circumstances surrounding that employee's work. Libraries with doubts as to the status of a certain employee should consult local counsel.

2. Minimum Wage

Section 6(a) of the FLSA presently requires that all covered employees must receive at least a minimum hourly wage of $3.35. This minimum wage requirement must be followed regardless of whether an employee is paid on a hourly or salary basis. Compliance with the law is met so long as an employee is paid $3.35 for each hour worked. By way of example, if an employee is paid on a weekly salary basis but works fluctuating hours, compliance with section 6(a) will be determined by dividing the weekly wage by the number of hours actually worked in a particular week. That hourly average must equal or exceed $3.35.

3. Overtime Provisions

Section 7 of the FLSA requires that an employer pay non-exempt employees who work in excess of forty hours during a work week on a time-and-one-half basis for all such excess hours. Daily overtime (over eight hours per work day) is not rquired by the FLSA. For example, an employee might work ten hours on a given day and no overtime premium pay would be required so long as that employee does not exceed forty hours

during the work week.

Overtime pay is calculated by multiplying the employee's "regular rate" by one and one-half for all of overtime hours worked. The "regular rate" has been defined as the rate per hour paid for normal, non-overtime work. In cases in which an employee is paid on a weekly basis, the "regular rate" is determined by dividing the weekly salary by the number of hours in the employee's regular work week. Under Section 7(e) of the FLSA, certain payments are excluded from the "regular rate." These include: (1) gifts; (2) payments for periods during which no work is performed (such as vacation days and sick days); (3) bonuses paid in recognition of services performed; (4) payments made for fringe benefits (such as retirement plans and health and life insurance); (5) compensation resulting from the payment of premium rates for work in a day or work week because the hours worked are in excess of eight a day; (6) extra compensation resulting from the payment of premium rates for Saturdays, Sundays or holidays; and (7) extra compensation resulting from the payment of premium rates or bonuses paid under a collective bargaining agreement or work week established by contract or agreement. If a payment to an employee does not fall into one of Section 7(e)'s exclusions, the payment must be considered in calculating the employee's regular rate.

It is important to remember that overtime need be paid only to an employee who works in excess of forty hours per week, and that overtime is determined strictly upon this forty hour per week standard. The work week is a fixed and regular recurring period of 168 hours, that is, seven consecutive twenty-four hour periods, which may begin on any day of the week or any hour of the day. Each work week stands alone, so that the number of hours worked over two or more weeks cannot be averaged. Thus, for example, if an employee works thirty hours in one week and fifty hours the following week, overtime must be paid for the ten hours of overtime worked in the second week, despite the fact that the average number of hours worked during the two-week period is forty per week. Overtime work must be paid in wages--not in compensatory time off.

4. Record Keeping

Section 11(c) requires all employers subject to any of the FLSA's provisions to maintain records which show the wages paid and hours worked for each of its employees. In addition, the Department of Labor is entitled to enter and

inspect places of employment and employment records for purposes of determining whether a violation of any of the provisions of the FLSA has occurred.

5. Enforcement

Failure to comply with FLSA can result in liability against the employer in favor of the affected employee(s). Specifically, an employer who violates the FLSA may bear the costs of the unpaid minimum wage or the unpaid overtime compensation, plus an equal amount in the form of liquidated damages, attorney's fees and other court costs. In addition, an employer who willfully violates the minimum wage or overtime provisions of the FLSA may be fined up to $10,000. In cases in which an employer has been convicted on at least one prior occasion of a violation of the FLSA, that employer may also be imprisoned for up to six months.

Conclusion

As a result of the Garcia case, libraries are now subject to the FLSA. Henceforth, libraries must pay minimum wage and overtime to all non-exempt employees.

Very truly yours,

James P. Friedt

ACS:cjs

AUGUST

AGENDA .....July 23, 1985

1. Open & award bond bids
2. Open construction bids
3. Elect secretary

AGENDA.....AUGUST 19, 1985

1. Public Hearing

AGENDA.....AUGUST 19, 1985

1. Minutes

2. Bills to be Allowed/Financial Statement

3. Director's Report

   3.1. Circulation

   3.2. Insurance

4. Wheatfield

   4.1. Project Manager

   4.2. Ground Breaking

5. Rensselaer Business

6. DeMotte Business

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

July 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	filled 51 req. for branches 68	filled 8 req. for R 28	2
b. Received	57	19	1
c. Outstanding	11	9	1
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 24 Co 30	50	12
b. Total Registered	7,644		
3. REFERENCE QUESTIONS			
a. Telephone	125	116	92
b. In Person	135	164	79
4. LOCAL HISTORY-GENEALOGY			
a. In person	19		
b. Microfilms Used	4		
c. Research by Mail	3		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING July 31, 1985

	1984	1985	
Monthly Circulation	12,540	14,549	
Daily Average	502	560	
January to Date Total Circulation	94,280 ~~95,120~~	96,460	1.4% up

Rensselaer	236 /day
DeMotte	197 /day
Wheatfield	158 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	73			1310	56		6	898	18			351
Non-Fiction	84		151	706	69			647	2			150
Paperbacks	15		1	649	2			546				1335
CHILDREN'S BOOKS:												
Fiction	42			1981	5		5	1940				951
Non-Fiction	55			514	40			466	14			198
FILMSTRIPS				9								
MAGAZINES:												
Adult				271				299				148
Children				27								
MAPS, PICTURES, PHOTOS, PRINTS PROJECTORS, VIDEOPLAYERS				13				6				20
MICROFILM												
PAMPHLETS	153		37	169				17				6
SOUND RECORDINGS	2		3	240				149				78
CED's				32				18				1
VHS's				205				121				78
TOTAL				6126				5107				3316
Percent of Increase (+) or Decrease (-)				+13.7%				+ 9.3%				+33.6%

MINUTES.....JULY 8, 1985

The regular monthly meeting of the Jasper County Public Library Board was held at 7:00 pm at the Rensselaer Library. Those present were Mary Linda Casey, president, Joan Ostler, secretary, Bob Souza, treasurer, Wanda Stewart, Will Doty, Frank Wright, trustees, Cathy Salyers, library director, and Bill Moriarty, library attorney.

Bill Moriarty discussed the upcoming meetings on July 23 at 1:00 pm and July 29 at 7:00 pm for the awarding of the bond and construction contracts. He reported that as far as he knew the proposed septic system had not been officially approved by the county sanitarian but that he expected approval would be obtained by the end of July.

Minutes: On a motion by Will Doty, seconded by Wanda Stewart, the board unanimously voted to accept the minutes of the June 10 meeting as presented.

Bills/Financial Statement: On a motion by Will Doty, seconded by Wanda Stewart the bills were approved and the financial statement accepted unanimously.

Director's Report: It was noted that Wheatfield's June circulation increased 28% over last year.

Mrs. Salyers reported that she would continue to investigate group health insurance for the staff. Mrs. Casey suggested contacting the Indiana Department of Insurance for information on a state insurance plan.

By consensus, the next meeting was set for August 19, 1985 to coincide with the public hearing on the 1986 budget.

Mrs. Salyers presented a revised version of the 1986 budget.

Election of Secretary: The election of a new secretary was tabled until the July 23 meeting.

Wheatfield Business: Mrs. Salyers presented a copy of the final drawings and specifications of the Wheatfield Building Project. On a motion by Bob Souza, seconded by Joan Ostler, the board reaffirmed their acceptance of the final plans.

There was a general discussion of furniture for the new building, the outside brick, the fire wall, and the workroom cabinets.

Rensselaer Business: Mrs. Salyers noted that Ethel Yoder is no longer employeed by the library as per January 14 minutes.

Adjournment: On a motion by Bob Souza, seconded by Joan Ostler, the meeting adjourned at 8:37 pm.

EXTRACTS FROM THE MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE JASPER COUNTY PUBLIC LIBRARY

A special meeting of the Board of Trustees of the Jasper County Public Library was held in the Rensselaer Public Library Building, 301 North Van Rensselaer Street, in the City of Rensselaer, Indiana, on the 23rd day of July, 1985, at the hour of 1:00 p.m. (Central Daylight Time), pursuant to notice given in accordance with the rules of the Board.

The meeting was called to order by Miriam Lawyer, Vice-President, and the minutes of the meeting were recorded by Joan Ostler, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer; Robert Souza; Joan Ostler; Wilbur Doty; Wanda Stewart; Frank Wright

Absent: Mary Linda Casey

A quorum was present for the transaction of business.

The Secretary presented to the Board the orders of the State Board of Tax Commissioners approving the bonds and the appropriation of the proceeds of the bonds in the amount of $500,000 designated as "Public Library Bonds of 1985", which orders were directed to be filed in the records of the Board.

The Secretary also presented to the Board proofs of publication of the notice of the sale of the bonds designated "Public Library Bonds of 1985", showing that said notice was published in The Rensselaer Republican on July 1, 1985 and July 8, 1985, and in the Kankakee Valley Post-News on July 4, 1985 and July 11, 1985, and in the Indianapolis Commercial on July 1,1985. Said notice and proofs of publication having been found to conform to the requirements of the governing statute, on motion duly made, seconded and unanimously carried, were approved and ordered filed with the records of the Board.

All conditions precedent to the sale of said bonds having been met, and this being the time and place fixed for the opening of bids for said bonds, the Board now considered the bids received. The Secretary opened and read to the Board all bids received, and said bids being as follows:

Name of Bidder	Amount	Maturing	Interest Rate	Premium	Net Effective Interest Rate
LaSalle National Bank	$65,000	1/1/87	6.00%	$110.95	7.170627%
	$95,000	1/1/88	8.50%		
	$105,000	1/1/89	6.75%		
	$115,000	1/1/90	7.00%		
	$120,000	1/1/91	7.25%		
Raffensperger, Hughes & Co., Inc.	$65,000	1/1/87	7.20%	$ -0-	7.2948%
	$435,000	1/1/88 thru 1/1/91	7.30%		
American Fletcher National Bank	$265,000	1/1/87 thru 1/1/89	7.70%	$ -0-	7.429521%
	$115,000	1/1/90	7.10%		
	$120,000	1/1/91	7.40%		
Merchants National Bank & Trust Company of Indianapolis	$160,000	1/1/87 thru 1/1/88	8.40%	$ -0-	7.777261%
	$105,000	1/1/89	8.20%		
	$115,000	1/1/90	7.30%		
	$120,000	1/1/91	7.60%		
Indiana National Bank	$65,000	1/1/87	9.75%	$172.00	7.2811436%
	$95,000	1/1/88	8.00%		
	$105,000	1/1/89	6.75%		
	$115,000	1/1/90	7.00%		
	$120,000	1/1/91	7.20%		
City Securities Corp.	$65,000	1/1/87	7.25%	$ -0-	7.30266%
	$95,000	1/1/88	7.25%		
	$105,000	1/1/89	7.25%		
	$115,000	1/1/90	7.25%		
	$120,000	1/1/91	7.40%		

Each of said bids was accompanied by a certified or cashier's check in the amount of $5,000 as required by the notice of sale.

After due consideration of the bids, on motion duly made, seconded and unanimously carried, the bonds were awarded to LaSalle National Bank of Chicago, Illinois on a bid of $500,000 face value of the bonds, plus accrued interest from the date of the bonds to the date of delivery, and a premium of $110.95, and said bid was found to be the lowest bid offered for said bonds.

The Secretary of the Bord was instructed to have the bonds printed and executed, and the Treasurer of the Board was instructed to deliver said bonds to said purchaser upon payment of the full purchase price. The Treasurer was also directed to return to the unsuccessful bidders the checks accompanying their bids.

The Secretary then presented to the Board Proofs of Publication of the Notice to Bidders for construction bids of the new branch library building at Wheatfield, Indiana, showing that said Notice was published in the Rensselaer Republican on July 1, 1985, and July 8, 1985, and in the Kankakee Valley Post-News on July 4, 1985 and July 11, 1985.

All conditions precedent to the sale of said bonds having been met, and this being the time and place fixed for the opening of bids for construction of the new branch library building at Wheatfield, Indiana, the Board now considered the bids received. The Secretary opened and read to the Board all bids received, and said bids being as follows:

Name of Bidder	Base Bid	A-1	A-2	A-3	A-4	Total
Hamstra Builders	$317,488	$38,718	$882	$5,202	$1,000	$363,290
Carmen Good Builders	$358,607.29	$51,444.61	$790.02	$8,343.66	$4,362.78	$423,548.36
Easterday Construction	$489,990	$86,960	$2,280	$7,400	no bid	$586,630

After due consideration of the bids, on motion duly made, seconded and unanimously carried, the base bid, together with all alternates, in the total amount of $363,290, of Hamstra Builders, Inc. to construct the new branch library at Wheatfield, Indiana was accepted; provided, however, that this construction contract be awarded to Hamstra Builders, Inc. subject to the condition that Jasper County Public Library complete its sale, and receive the proceeds, within 45 days, of bonds in the amount of $500,000 to cover the costs of constructing and equiping a new branch library at Wheatfield, Indiana, together with site development and improvement and the incidental expenses in connection with this project and on account of the issuance of bonds therefor.

Also present at this meeting were the Library Director, Catherine Salyers, and the Board Financial Adviser, Lonnie Therber, and the Board Architect represented by Dick DeLong, and the Board attorney, William Moriarty, and Barbara Leestma, who will take office as a new Board member on August 1, 1985.

Joan Ostler then delivered her resignation effective August 1, 1985 as a Board member and as Secretary because she is moving from this area. Thereupon, the Board unanimously elected Wilbur Doty as Secretary of this Board effective August 1, 1985.

It was reported to the Board that the County Commissioners have appointed Barbara Leestma to succeed Joan Ostler as a Board member.

There being no further business to come before the meeting, the same was adjourned by unanimous vote.

Joan Ostler

Joan Ostler, Secretary
Jasper County Public Library

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepated By		
Approved By		

Month July 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	12,250.00	8,750.00	1
2	Assistants	128,131.00	9,912.01	74,931.48	53,199.52	2
3	Janitors	4,930.00	406.85	2,290.81	2,639.19	3
4	Employee Benefits	18,500.00	1,264.79	9,127.08	9,372.92	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	206.82	1,321.94	2,978.06	6
7	Operating Supplies	2,200.00		1,603.08	596.92	7
8	Repair & Maintenance Supplies	700.00	60.81	509.56	190.44	8
9	Library & Other Supplies	5,500.00	253.23	742.24	4,757.76	9
10	Professional Services	2,500.00	3,334.95	12,683.70	(-10,183.70)	10
11	Communication & Transportation	12,500.00	642.80	5,688.76	6,811.24	11
12	Printing & Advertising	600.00		191.05	408.95	12
13	Insurance	4,000.00		2,014.00	1,986.00	13
14	Utility Services	12,600.00	532.92	6,084.65	6,515.35	14
15	Repairs & Maintenance	9,000.00	290.00	3,467.85	5,532.15	15
16	Rentals-Real Estate-Equipment	801.00	5.00	521.29	279.71	16
17	Dues, Interest, Taxes & Assessments	851.00		615.25	235.75	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	116.50	1,454.45	1,995.55	19
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00	20
21	Furniture & Equipment	7,000.00	668.99	7,889.63	(-889.63)	21
22	Books	55,000.00	4,271.67	27,528.27	27,471.73	22
23	Periodicals & Newspapers	7,000.00	210.00	5,833.24	1,166.76	23
24	Nonprinted Materials	7,500.00	120.00	3,886.54	3,613.46	24
25						25
26						26
27		316,564.00	20,047.34	180,634.87	135,929.13	27
28						28
29						29
30						30
31	Beginning Balance 152,119.28					31
32	Plus Deposits 16,309.77					32
33	Minus Checks 52,777.51					33
34	Ending Balance 115,651.54					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

		3	4
	Balance of All Funds -1985 Month July 1985		
	Super Now Checking Account- Northwest National Bank		
	Operating Fund Balance	79,762.37	
	Rensselaer Gift Fund Balance	718.20	
	DeMotte Gift Fund Balance	499.07	
	Wheatfield Gift Fund Balance	1,149.80	
	Bond Account	2,155.30	
	LIRF Account		
	Total of All Accounts - Super Now - Checking Account @ Northwest National Bank		75,284.74
	Investments - Northwest National Bank		
	Bond Hi Fi - No.#70-0195-1	7,317.40	
	Operating Hi Fi Account No. #70-0193-6	7,398.93	
	Hi- Fi Account No. #70-0120-9 LIRF	650.47	
	Operating Cert of Deposit No. #900095180	25,000.00	
	LIRF Investment		
	Bond Certificate of Deposit		
	Total Investments		40,366.80
	Total of All Funds Ending July 1985 1985		115,651.54

OPERATING FUND

BILLS TO BE ALLOWED.....AUGUST 19, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 332.95
NIPSCO	(3.51)	DeMotte	248.70
NIPSCO	(3.51)	Wheatfield	97.07
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	82.94
United Telephone Co.	(3.21)	Rensselaer	303.22
United Telephone Co.	(3.21)	Wheatfield	33.13
		TOTAL [A]	$1,098.01

Other Claims:

Ace Hardware	(2.21)	Janitorial Sup.-D	$ 32.33
Ancestry Incorporated	(4.51)	Books	63.85
Baker & Taylor	(4.51)	Books-$3,693.95	3,709.90
		GIFT FUND-DeMotte-$15.95	
Becker, Margaret	(3.23)	Mileage-$111.60	141.60
	(3.96)	Mowing-$30.00	
Boiler & Pressure Vessel Div.	(3.62)	Boiler Inspection-R	12.00
Bosgraaf Heating & Cooling	(3.62)	Air Conditioner Rep.-D	278.78
Boy Scouts of America	(4.51)	Books	76.02
Brodart	(2.41)	Sysdac Supplies-$158.64	277.99
	(3.62)	Repair Sysdac Mach.-$119.35	
Brown's Westside Garden Shop	(4.40)	Equipment-R	12.00
Caddylak Systems, Inc.	(2.13)	Office Supplies	75.50
Campbell Printing Company	(4.40)	Rubber Stamps	10.81
Congressional Quarterly Inc.	(4.51)	Books	31.35
Credit Bureau Services, Inc.	(4.52)	Periodicals-D	12.00
Daugherty, Lynn	(3.23)	Mileage-$163.25	193.19
	(2.41)	Library Sup.-$10.00	
		GIFT FUND-DeMotte-$19.94	
Davidson Titles, Inc.	(4.51)	Books	164.49
DEMCO	(2.41)	Library Sup.-$19.29	72.96
	(4.51)	Processing Sup.-$15.02	
	(4.40)	Equipment-$38.65	
DeMotte IGA Supermarket	(4.52)	Newspapers-$14.00	21.11
	(2.31)	Janitorial Sup.-$7.11	
DeMotte Office Supply	(2.13)	Office Supplies	8.16
Dugan's Office Supply	(2.13)	Office Supplies-$9.40	15.55
	(4.40)	Shears-$6.15	
Dumas & Morarity	(3.31)	Advertising	55.84
Eastin-Phelan Corporation	(4.53)	Video Disc	31.98
EBSCO	(4.52)	Magazine Subscriptions	179.00
The Exceptional Parent	(4.52)	Magazine Subscription-W	21.60
Franklin Watts, Inc.	(4.51)	Books	120.32
Gaylord	(2.41)	Library Supplies	14.25
Great Western Supply	(2.13)	Office Supplies	417.33
Grenoble Books	(4.51)	Books	382.02
Heritage Office Products, Inc.	(2.13)	Office Supplies	19.29
Ingram	(4.52)	Microfiche	55.00
Intertec Publishing Corp.	(4.51)	Books	14.67
Jacobsens Inc.	(4.40)	Typewriter Printwheel-D	15.00

Jasper County Abstract Company	(4.51)	Books	$ 60.00
Jung, Kenneth	(3.61)	Building Repairs-R	18.25
K. V. Electric	(3.61)	Install Emergency Lights	30.00
Kankakee Valley Post-News	(3.31)	Advertising & Publication of Notices	125.56
Listen for Pleasure Limited	(4.53)	Recordings	14.95
Live Oak Media	(4.53)	Filmstrips	199.18
LOM Corporation	(3.12)	Architectural Service	3,127.40
Main Line Book Company	(4.51)	Books	324.83
Mehay, Steve	(3.96)	Mowing	35.00
Modrak	(2.21)	Janitorial Supplies	52.52
Mutual Life Insurance	(1.23)	Group Insurance	120.00
NIALSA	(3.22)	Postage	6.00
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Permabound	(4.51)	Books	27.80
Post-Tribune	(3.31)	Advertising	18.75
Postmaster General	(3.22)	Postage	58.00
Quality Paperback Book Club	(4.51)	Books	19.44
Quill Corporation	(4.40)	Calculator & Shears-$56.45	74.89
	(2.13)	File Folders-$18.44	
Random House, Inc.	(4.53)	Audio-Visual	39.98
Rensselaer Lumber Company	(2.32)	Paint	1.92
Rensselaer Readmore	(4.52)	Newspapers	78.30
Rensselaer Republican	(3.31)	Publication of Notice	115.81
Ribordy Drugs	(2.41)	Film	16.79
Rose Records	(4.53)	Recordings	5.68
Salyers, Catherine A.	(3.23)	Mileage	69.60
Salyers, Catherine A.	PETTY CASH - DeMotte		21.14
	(2.41)	Film-$18.58	
	(2.13)	Office Supplies-$1.48	
	(2.21)	Janitorial Supplies-$1.08	
Salyers, Catherine A.	PETTY CASH - Rensselaer		21.65
	(3.22)	Postage-$15.06	
	(3.96)	Gasoline-$3.00	
	(2.41)	Library Supplies-$3.59	
Schultz Bros. Co.	(2.13)	Office Supplies-$2.11	14.17
	(2.32)	Paint-$7.17	
	(2.21)	Janitorial Supplies-$4.89	
Sears, Roebuck and Co.	(3.95)	Vacuum Maintenance Agreement	44.00
Silver Burdett Company	(4.51)	Books	115.88
Stan Wanner & Associates	(4.51)	Books	743.46
Superintendent of Documents	(4.51)	Books	53.00
Tachtiris, Jill	(3.23)	Mileage	19.20
Thomas Bouregy and Co., Inc.	(4.51)	Books	53.50
Tiny's Super Market	(2.21)	Janitorial Supplies	31.00
Tom's Supermarket Inc.	(2.21)	Janitorial Supplies-$14.91	40.57
	GIFT FUND - Rensselaer-$25.66		
Transemantics, Inc.	(4.51)	Books	6.95
Tysen's Country Grocery, Inc.	(2.21)	Janitorial Supp ies-$4.97	17.49
	GIFT FUND - DeMotte-$12.52		
U. S. Geological Survey	(4.51)	Books	9.00
Van Stricklin	(3.62)	Repair Projectors	52.00

Weston Woods	(4.53)	Cassettes	43.45
Zoo Books	(4.52)	Magazine-W	14.00
		TOTAL [B]	~~$12,486.00~~
		TOTAL [A] + [B]	~~$13,584.01~~
CareerTrack Inc.	(3.24)	Professional Mtg.	180.00
Spurgeon, Eileen	(1.23)	Group Insurance	45.00
Yoder, Ethel M.	(1.23)	Group Insurance	85.00
		TOTAL [B]	$12,797.00
		TOTAL [A] +[B]	$13,895.01

SEPTEMBER

AGENDA.....SEPTEMBER 9, 1985

1. Minutes

2. Bills/Financial Report

3. Director's Report

   3.1 Circulation

   3.2 Insurance

   3.3 Proposed Resignation Policy

4. Wheatfield

   4.1 Exterior Materials Selections

   4.2 Septic System Status

   4.3 Construction Manager

5. DeMotte

   5.1 New Employee -- Debbie Steinmetz, Page

6. Rensselaer

   6.1 New Employees -- Heather Mason, Page
   Michelle Marsh, Circulation Manager

   6.2 Golam Kibreah's Resignation

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

August 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Ren. filled 60 for D & W 74	38	Wh. filled 1 for Ren. 2
b. Received	57	26	2
c. Outstanding	17	12	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	Ren. 28 Co. 30	44	16
b. Total Registered	7,738		
3. REFERENCE QUESTIONS			
a. Telephone	86	98	101
b. In Person	187	174	85
4. LOCAL HISTORY-GENEALOGY			
a. In person	13		
b. Microfilms Used	5		
c. Research by Mail	2		
d. Oral Histories	0		

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING August 31, 1985

	1984	1985	
Monthly Circulation	11,524	13,866	
Daily Average	443	514	
January to Date Total Circulation	105,804	110,326	+4.3%

Rensselaer	226 /day
DeMotte	159 /day
Wheatfield	150 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	45		2	1,405	38			854	18			353
Non-Fiction	81		1	820	54			646	9			134
Paperbacks	11			1,049	6			640				1,816
CHILDREN'S BOOKS:												
Fiction	13			1,611	9			1,292	3			611
Non-Fiction	16			481	2			286				120
FILMSTRIPS									8			
MAGAZINES:												
Adult				238				328				216
Children				23								
MAPS, PICTURES, PHOTOS, PRINTS, PROJECTORS, ETC.				21				5				40
MICROFILM												
PAMPHLETS	109		26	28				28				1
SOUND RECORDINGS	1			217				98				82
CED's				29				18				5
VHS's				189				108				74
TOTAL	276		29	6,111	74			4,303	38			3,452
Percent of Increase (+) or Decrease (-)				+6%				+11%				+82%

MINUTES.....AUGUST 19, 1985

The Public Hearing on the Jasper County Public Library's 1986 Budget was held at 7:00 pm on August 19 at the Rensselaer Library by Library's Board of Trustees. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Wanda Stewart, trustee and Cathy Salyers, library director.

Since no representative from the public was present to question or protest the advertised budget, the meeting adjourned at 7:10 pm on a motion by Miriam Lawyer, seconded by Wanda Stewart.

The regular monthly meeting of the Jasper County Public Library was called to order at 7:10 pm on August 19, 1985. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Wanda Stewart, trustee, Cathy Salyers, director, and Bill Moriarty, attorney for the library.

WHEATFIELD BUSINESS: Bill Moriarty informed the Board that the State Board of Health had not given approval to the septic system and well for the proposed Wheatfield building. He reported that the Board of Health will not approve the plans unless we obtain water from another source; therefore, he suggested that the Library Board ask the K-V School Board for permission for the Library to use the School's water system for an agreed upon fee.

He noted that the K-V School Board meeting was Tuesday, August 27 at 7:30 pm which he and Mrs. Salyers would attend, and he invited all Board members to attend if their schedules permitted.

He further stated that LOM Associates and Rob Winters, County Health Officer, were working with the State Board of Health concerning the septic system and will keep the Board informed.

The Board discussed hiring a Construction Manager. The Board directed Mrs. Salyers to place an ad in the newspaper concerning the matter.

By consensus the Board set ground breaking ceremonies for September 14 at 10:00 am.

MINUTES: On a motion by Bob Souza, seconded by Miriam Lawyer, the minutes of both the July 8 and 23 meetings were unanimously approved.

BILLS/FINANCIAL STATEMENT: On a motion by Bob Souza, seconded by Mirian Lawyer, the Board voted to accept the bills and financial statement as presented.

DIRECTOR'S REPORT: Mrs. Salyers reported that all libraries' circulation statistics increased over July 1984 and that total circulation increased 1.4%.

Mrs. Salyers than discussed the safety suggestions made by the Transamerica Insurance Company. After a lengthy discussion, the Board directed Mrs. Salyers to write to the insurance company stating that while the Board agrees

that the safety measures are excellent suggestions, but, unfortunately the library cannot afford to implement them at this time, and if the company wishes to no longer serve the library, request that the company give the library enough notice to allow for locating another insurance company.

RENSSELAER BUSINESS: Mrs. Salyers reported that Mary K. Martin was in the process of hiring a new Page and a new Circulation Manager for the Rensselaer Library.

DEMOTTE BUSNIESS: Mrs. Salyers reported that Jane DeVries was hired as a Page at DeMotte replacing Lisa Lewis.

ADJOURNMENT: On a motion by Miriam Lawyer, seconded by Wanda Stewart, the meeting adjourned at 9:15 pm.

MINUTES.....AUGUST 26, 1985

A meeting to adopt the 1986 budget of the Jasper County Public Library was held at 7:00 pm at the Rensselaer Headquarters. Those present were Will Doty, secretary, Bob Souza, treasurer, Frank Wright and Barbara Leestma, trustees, and Cathy Salyers, library director.

On a motion by Frank Wright, seconded by Will Doty, the Board voted to adopt the 1986 Budget for submission to the county and state for acceptance.

On a motion by Bob Souza, seconded by Frank Wright, the meeting adjourned at 7:10 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month August 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	14,000.00	7,000.00	1
2	Assistants	128,131.00	10,309.28	85,240.76	42,890.24	2
3	Janitors	4,930.00	359.45	2,650.26	2,279.74	3
4	Employee Benefits	18,500.00	996.54	10,123.62	8,376.38	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	571.37	1,893.31	2,406.69	6
7	Operating Supplies	2,200.00	83.21	1,686.29	513.71	7
8	Repair & Maintenance Supplies	700.00	68.72	578.28	121.72	8
9	Library & Other Supplies	5,500.00	217.45	959.69	4,540.31	9
10	Professional Services	2,500.00	3,127.40	15,811.10	(- 13,311.10)	10
11	Communication & Transportation	12,500.00	1,045.00	6,733.76	5,766.24	11
12	Printing & Advertising	600.00	316.96	508.01	91.99	12
13	Insurance	4,000.00		2,014.00	1,986.00	13
14	Utility Services	12,600.00	678.72	6,763.37	5,836.63	14
15	Repairs & Maintenance	9,000.00	510.38	3,977.73	5,022.27	15
16	Rentals-Real Estate-Equipment	801.00		521.29	279.71	16
17	Dues, Interest, Taxes & Assessments	851.00		615.25	235.75	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	118.00	1,572.45	1,877.55	19
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00	20
21	Furniture & Equipment	7,000.00	139.06	8,028.69	(-1,028.69)	21
22	Books	55,000.00	5,975.55	33,503.82	21,496.18	22
23	Periodicals & Newspapers	7,000.00	173.30	6,006.54	993.46	23
24	Nonprinted Materials	7,500.00	535.82	4,422.36	3,077.64	24
25						25
26						26
27		316,564.00	26,976.21	207,610.58	108,953.42	27
28						28
29						29
30						30
31	Beginning Balance 115,651.54					31
32	Plus Deposits 767.24					32
33	Minus Checks 27,025.34					33
34	Ending Balance 89,393.44					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month August

Super Now Checking Account- Northwest National Bank			
Operating Fund Balance		43,823.67	
Rensselaer Gift Fund Balance		692.54	
DeMotte Gift Fund Balance		550.66	
Wheatfield Gift Fund Balance		1,149.80	
Bond Account		2,155.30	
LIRF Account			
Reserve for Insurance Collected		654.67	
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank			49,026.64
Investments - Northwest National Bank			
Bond Hi Fi - No.#70-0195-1		7,317.40	
Operating Hi Fi Account No. #70-0193-6		7,398.93	
Hi- Fi Account No. #70-0120-9 LIRF		650.47	
Operating Cert of Deposit No. #900095180		25,000.00	
LIRF Investment			
Bond Certificate of Deposit			
Total Investments			40,366.80
Total of All Funds Ending August 1985			89,393.44

JASPER COUNTY PUBLIC LIBRARY CONSTRUCTION FUND

BILLS TO BE ALLOWED.....SEPTEMBER 9, 1985

Dumas, Moriarty & Dumas	$10,000.00
Jasper County Public Library Operating Fund	21,896.11
John E. Fisher Co., Inc.	1,511.04
LOM Corporation	3,867.40
Northern Bank Note Company	817.08
Professional Service Industries, Inc.	1,285.95
Therber, Wilkerson & Associates, Inc.	3,504.40
American Fletcher National Bank	
Ice, Miller, Donadio & Ryan	
Town of Wheatfield	30.00
TOTAL	$

OPERATING FUND

BILLS TO BE ALLOWED.....SEPTEMBER 9, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 486.17
NIPSCO	(3.51)	DeMotte	303.45
NIPSCO	(3.51)	Wheatfield	91.26
Northwestern Ind. Telephone Co.	(3.21)	DeMotte	57.63
United Telephone Company	(3.21)	Rensselaer	216.21
United Telephone Company	(3.21)	Wheatfield	31.84
		TOTAL [A]	$1,186.56

Other Claims:

A. E. Boyce Co., Inc.	(2.11)	Checks	$ 134.70
Baker & Taylor	(4.51)	Books	1,062.08
Becker, Margaret	(3.23)	Mileage-$111.60	156.60
	(3.96)	Mowing-$45.00	
Brodart	(4.51)	Books-$41.35	115.68
	(2.41)	Sysdac Tape-$74.33	
Columbia Library Subscription Ser.	(4.53)	Records-R	295.00
Credit Bureau Services, Inc.	(4.52)	Magazine-D	12.00
DEMCO	(4.51)	Processing Sup.-$43.77	56.97
	(2.41)	Library Sup.-$9.35	
	(4.40)	Equipment-$3.85	
DeMotte Office Supply	(2.13)	Office Supplies	2.35
Dugan's Office Supply	(2.13)	Office Supplies	20.86
Educators Progress Service, Inc.	(4.51)	Books	28.55
Goodtimes Home Video Corp.	(4.53)	VHS	82.59
Grolier Educational Corp.	(4.51)	Books	523.50
The H. W. Wilson Company	(4.51)	Books	140.00
Harper & Row, Publishers, Inc.	(4.53)	Cassette	11.55
Heritage Office Products, Inc.	(3.95)	Service Contract-D & W-$1,020.00	1,079.96
	(3.62)	Typewriter Repair-$52.50	
	(2.13)	Ribbons-$7.46	
The Highsmith Co., Inc.	(4.40)	Freestanding Rack-W	26.33
Hoover House Furniture & Carpet	(4.40)	Vacuum Parts	7.00
Kankakee Valley Post-News	(3.31)	Publication of Notice	51.62
Kibreah, Golam	(1.23)	Reimbursement on Ins.	115.02
Macmillan Publishing Co.	(4.51)	Books	441.00
Mehay, Steve	(3.96)	Mowing	30.00
Monroe	(2.42)	Copier Paper	260.00
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Postmaster General	(3.22)	Postage	122.00
Publishers Telemarketing	(4.51)	Books	67.39
Quality Paperback Book Club	(4.51)	Books	15.55
Random House, Inc.	(4.53)	Cassette	9.42
Rensselaer Republican	(3.31)	Advertising & Publication of Notice	118.72
Ribordy Drugs	(2.41)	Film-W-$33.58	36.57
	(2.21)	Janitorial Sup.-R-$2.99	

Salyers, Catherine A.	(3.23) Mileage	$ 29.60
Salyers, Catherine A.	PETTY CASH - DeMotte	15.66
	(3.22) Postage-$11.40	
	(3.96) Gas for Mowing-$1.00	
	(2.41) Library Sup.-$3.26	
Schulenberg, Sharon	(4.51) Books	5.00
Silver Burdett Company	(4.51) Books	27.37
Toms	(2.21) Janitorial Sup.-R	4.92
United Learning	(4.53) Recordings	159.63
Wilco Foods	(2.41) Film	8.99
	TOTAL [B]	$5,283.18
	TOTAL [A] + [B]	$6,469.74

August 22, 1985

Mrs. Cathy Salyers
Director,
Jasper County Public Library,
Rensselaer, Indiana 47978

Dear Cathy:

I have been offered a position at Danville Public Library, Danville Indiana. The salary for the job is such that it is hard for me to turn it down. Besides, I will also be living much closer to my family.

Therefore, I am resigning from my present position as Head of Children's Services, Jasper County Public Library, Rensselaer effective September 6, 1985.

I am really grateful to you for hiring me in your library system. This was my first professional position and I will remember that throughout my life. I enjoyed working here. The staff, the board members, and the people of the community were very very friendly and helpful. I was impressed with their friendliness and warmth. I will miss them always.

Please convey my sincere regards and thanks to the Library Board members for their very special and thoughtful gift.

Rensselaer is a place where I lived with my family after we became the citizens of United States. It will be my home always.

Thank you very much.

Very truely yours,

Golam Kibreah

Golam Kibreah
Children's Librarian.

Jasper County Public Library

Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

August 26, 1985

The Honorable Senator Dan Quayle
1407 Longworth House Office Bldg.
Washington, D. C. 20515

Dear Senator Quayle:

I am writing on behalf of the Jasper County Public Library Board to invite you to be the keynote speaker at the dedication ceremony for our new branch library in Wheatfield, Indiana. The building is to be completed in early 1986, and we plan to have the dedication ceremony in either April or May.

If you are able to attend, please let me know which date(s) is most convenient for you.

Thank you for your time and consideration.

I look forward to hearing from you.

Sincerely,

Catherine A. Salyers
Director

CAS/cw

OCTOBER

AGENDA.....OCTOBER 14, 1985

1. Minutes

2. Bills/Financial Report

3. Director's Report

   3.1 Circulation

   3.2 Resignation Policy

   3.3 Reconsideration of a book

   3.4 Budget hearing and appeal

4. Wheatfield Business

   4.1 Tape of Groundbreaking

   4.2 Water

   4.3 Furniture layout

5. DeMotte Business

   5.1 Friends donation

6. Rensselaer Business

   6.1 Crash bar

   6.2 Jane Bailey

7. Holiday Schedule

8. President to appoint Nominating Committee

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING September 30, 1985

	1984	1985	
Monthly Circulation	10,547	10,750	
Daily Average	439	448	
January to Date Total Circulation	116,351	121,076	+4%

Rensselaer	204 /day
DeMotte	143 /day
Wheatfield	121 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	37		2	950	53		124	602	25			220
Non-Fiction	44		129	873	70		53	618	14			182
Paperbacks	9			507				390	4			1037
CHILDREN'S BOOKS:												
Fiction	9		56	1,015	26		206	1,020	8			538
Non-Fiction	6			729	25		3	242	5			131
FILMSTRIPS												
MAGAZINES:												
Adult				353				308				144
Children				22								
MAPS, PICTURES, PHOTOS, PRINTS				24				1				30
MICROFILM												
PAMPHLETS	21		51	48				37				14
SOUND RECORDINGS	15		35	211	23			109	16			60
CED's				23								
VHS's				141				110				61
TOTAL	141		273	4,896	197		386	3,437	72			2417
Percent of Increase (+) or Decrease (-)				+3.5%				+7%				-7%

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

September 19 85

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. Filled 45 req. for D & W 40	DeM filled 5 req. for W & R 26	2
b. Received	26	19	2
c. Outstanding	14	7	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 31 Co 20	28	9
b. Total Registered	7,756		
3. REFERENCE QUESTIONS			
a. Telephone	82	122	69
b. In Person	231	208	44
4. LOCAL HISTORY-GENEALOGY			
a. In person	6		
b. Microfilms Used			
c. Research by Mail	1		
d. Oral Histories			

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month October 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	17,500.00	3,500.00	1
2	Assistants	128,131.00	11,046.27	105,719.63	22,411.37	2
3	Janitors	4,930.00	406.85	3,487.66	1,442.34	3
4	Employee Benefits	18,500.00	1,199.70	12,134.28	6,365.72	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	506.17	2,564.85	1,735.15	6
7	Operating Supplies	2,200.00	583.17	2,277.37	- 77.37	7
8	Repair & Maintenance Supplies	700.00	120.27	698.55	1.45	8
9	Library & Other Supplies	5,500.00	326.48	1,675.68	3,824.32	9
10	Professional Services	2,500.00		15,811.10	-13,311.10	10
11	Communication & Transportation	12,500.00	1,224.68	8,538.72	3,961.28	11
12	Printing & Advertising	600.00	13.60	691.95	-91.95	12
13	Insurance	4,000.00		2,014.00	1,986.00	13
14	Utility Services	12,600.00	751.43	8,395.68	4,204.32	14
15	Repairs & Maintenance	9,000.00	224.00	4,253.73	4,746.27	15
16	Rentals-Real Estate-Equipment	801.00		521.29	279.71	16
17	Dues, Interest, Taxes & Assessments	851.00		615.25	235.75	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	189.00	2,866.95	583.05	19
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00	20
21	Furniture & Equipment	7,000.00	66.84	3,237.21	3,762.79	21
22	Books	55,000.00	5,380.02	41,279.40	13,720.60	22
23	Periodicals & Newspapers	7,000.00	172.50	6,191.04	808.96	23
24	Nonprinted Materials	7,500.00	535.00	5,515.55	1,984.45	24
25						25
26						26
27		316,564.00	24,495.98	245,989.89	70,574.11	27
28						28
29						29
30						30
31	Beginning Balance 564,952.05					31
32	Plus Deposits 16,254.96					32
33	Minus Checks 47,888.37					33
34	Ending Balance 533,318.64					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month October

Super Now Checking Account- Northwest National Bank			
Operating Fund Balance	30,717.73		
Rensselaer Gift Fund Balance	727.97		
DeMotte Gift Fund Balance	646.03		
Wheatfield Gift Fund Balance	1,149.80		
Bond Account	2,155.30		
LIRF Account			
Reserve for Insurance Collected	520.67		
Total of All Accounts - Super Now - Checking Account @ Northwest National Bank		35,917.50	
Investments - Northwest National Bank			
Construction Fund Hi Fi Account #70-0347-8	454,241.77		
Construction Fund Checking Account #21-1702-6	2,541.54		
Bond Hi Fi - No.#70-0195-1	7,445.41		
Operating Hi Fi Account No. #70-0193-6	7,528.36		
Hi- Fi Account No. #70-0120-9	644.06		
Operating Cert of Deposit No.	25,000.00		
LIRF Investment			
Bond Certificate of Deposit			
Total Investments		497,401.14	
Total of All Funds Ending October 1985		533,318.64	

MINUTES.....SEPTEMBER 9, 1985

The regular monthly meeting of the Jasper County Public Library Board was held on September 9, 1985 at 7:00 pm at the Rensselaer Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, Barbara Leestma, Frank Wright, trustees, Lynn Daugherty, coordinator of the branches, and Cathy Salyers, director.

MINUTES: On a motion by Miriam Lawyer, seconded by Wanda Stewart, the minutes of the August 19 and 26 meetings were approved.

BILLS/FINANCIAL REPORT: On a motion by Will Doty, seconded by Bob Souza, the Board approved the bills for both the operating fund and the construction fund and accepted the financial report as presented.

The Board directed Mrs. Salyers to reinvest $25,000 in a Money Market Certificate.

President Casey appointed Miriam Lawyer to investigate possible organizations who might be interested in leasing the old Wheatfield building for a nominal fee and taking responsibility for utilities, maintenance, and insurance.

DIRECTOR'S REPORT: Mrs. Salyers report that total circulation increased at all three libraries in August, resulting in a system wide increase of 4.3%.

Mrs. Salyers reported that Mike Smith acknowledged her letter concerning safety suggestions made by the Transamerica Insurance Co. He stated that it was possible that the insurance company would give notice of cancellation. By consensus the Board decided to wait for a response from the insurance company.

Mrs. Salyers expressed a need to add a resignation policy statement to the personnel policy. After a brief discussion, Mrs. Salyers was directed to present a draft statement at the October meeting.

WHEATFIELD: On a vote of 6-1, the Board selected red brick and black roof for the exterior of the Wheatfield Building.

Mrs. Salyers reported that the State Board of Health has okayed the revised plans for the septic system.

Mrs. Salyers reported receiving two applications for Construction Manager. The Board directed Mrs. Salyers and Mrs. Daugherty to seek more applicants.

DEMOTTE: Mrs. Daugherty reported that Debbie Steinmetz has been hired as a page at DeMotte. She further reported on the very successful meeting between the school librarians and the library staff. Finally, she noted that the Friends of the DeMotte Library are donating $5,000 to help remodel the DeMotte Library basement.

RENSSELAER: Heather Mason was hired as a page and Michelle Marsh as Circulation Manager for the Rensselaer Library. Mrs. Salyers presented Golam Kibreah's resignation as children's librarian which was effective as of September 6, 1985.

ADJOURNMENT: On a motion by Bob Souza, seconded by Will Doty the meeting adjourned at 8:24 pm.

OPERATING FUND

BILLS TO BE ALLOWED.....OCTOBER 14, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 438.52
NIPSCO	(3.51)	DeMotte	231.61
NIPSCO	(3.51)	Wheatfield	81.30
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	78.12
United Telephone Co.	(3.21)	Rensselaer	272.53
United Telephone Co.	(3.21)	Wheatfield	31.84
		TOTAL [A]	$1,133.92

Other Claims:

A. E. Boyce Co., Inc.	(2.11)	Official Records	$ 212.97
The American Center	(3.24)	Professional Mtg.-Corning	165.00
Apollo Engineering, Inc.	(2.21)	Flourescent Lamps	242.25
Artistic	(3.61)	Carpet Cleaning-D	250.00
Associated Libraries, Inc.	(4.51)	Books	35.54
Baker & Taylor	(4.51)	Books-$2,403.38	2,504.83
		GIFT FUND-DeMotte-$101.45	
Becker, Margaret	(3.23)	Mileage-$99.20	129.20
	(3.96)	Mowing-$30.00	
Ben Franklin	(4.40)	Equipment-$15.96	25.41
	(2.41)	Library Supplies-$9.45	
Bound to Stay Bound Books, Inc.	(4.51)	Books	114.36
Brodart	(4.51)	Books-$123.90	398.23
	(2.41)	Sysdac Tape-$74.33	
	(3.62)	Sysdac Repair-$200.00	
Central States Sales Corp.	(2.41)	Projector Bulbs-D-$13.10	46.48
	(2.41)	Projector Bulbs-R-$33.38	
Corning, Jacquelyn	(3.23)	Mileage	3.20
Credit Bureau Services, Inc.	(4.52)	Magazine-D	12.00
Daugherty, Lynn	(3.23)	Mileage-$87.00	103.16
	(4.51)	Books-$16.16	
Daugherty, Martha L.	(3.23)	Mileage	18.00
DEMCO	(2.41)	Library Supplies	81.56
DeMotte IGA Supermarket	(2.21)	Janitorial Sup.-D-$22.95	36.95
	(4.52)	Newspapers-D-$14.00	
DeMotte Office Supply	(2.13)	Office Supplies	69.56
Dresher, Jerry	(3.61)	Door Repair-W	20.00
Facts on File, Inc.	(4.51)	Books	24.30
Fagen Pharmacy	GIFT FUND-DeMotte-Coffee Pot		17.99
Gaylord	(4.51)	Processing Sup.-$47.25	115.75
	(4.53)	Processing Sup.-$68.50	
Great Western Supply	(2.13)	Office Supplies	34.76
The Heckman Bindery, Inc.	(4.51)	Book Repair	116.55
Heritage Office Products	(2.42)	Copier Paper-$65.00	88.21
	(2.13)	Office Supplies-$23.21	
Highsmith	(4.51)	Processing Supplies	120.11
Hoover House Furniture & Carpet	(3.62)	Vacuum Repair	4.00
Ingram	(4.53)	VHS-$469.93	569.93
	GIFT FUND-DeMotte-$100.00		

BILLS TO BE ALLOWED (continued).....OCTOBER 14, 1985

Jacobsens	(3.95)	Service Contract-D	$ 135.00
Jasper County Farm Bureau Co-op	(2.31)	Janitorial Supplies	103.34
Lafayette Journal Courier	(4.52)	Newspaper-R	78.00
Main Line Book Company	(4.51)	Books	724.50
Martin, Mary K.	(4.51)	Books	10.00
Mehay, Steve	(3.96)	Mowing-W	15.00
N. E. N. Publishing Company	(4.51)	Books	20.90
National Geographic Society	(4.51)	Books	9.95
Nesbitt, Kathy	(4.51)	Books	10.00
NIALSA	(3.22)	Postage	15.00
Ooms Bros. Disposal Service, Inc.	(3.95)	Trash Pick-Up-D	9.00
Pacific Cascade Records	(4.53)	Records	55.57
Padgitt, Kathleen	(3.23)	Mileage	8.80
Postmaster General	(3.22)	Postage	94.00
Quality Books, Inc.	(4.51)	Books	944.44
Quality Paperback Book Club	(4.51)	Books	12.67
Quill	(4.40)	Steno Chair-W-$50.88	209.35
	(2.13)	Office Supplies-$158.47	
R. R. Bowker	(4.51)	Books	125.94
R. W. Pool	(2.31)	Janitorial Supplies	67.97
Rensselaer Republican	(3.31)	Advertising	13.60
Ribordy Drugs	(2.41)	Library Supplies-$47.56	62.13
	GIFT FUND-Rensselaer-$14.57		
Salyers, Catherine A.	(3.23)	Mileage	41.20
Salyers, Catherine A.	PETTY CASH-Rensselaer		27.10
	(3.22)	Postage-$21.99	
	(2.41)	Library Supplies-$2.10	
	(2.31)	Janitorial Sup.-$3.01	
Schulenberg, Sharon	(3.23)	Mileage	18.00
Silver Burdett Company	(4.51)	Books	80.93
Smith's True Value Farm Store	(2.31)	Janitorial Supplies	6.99
Stan Wanner & Associates	(4.51)	Books	33.46
Superintendent of Documents	(4.51)	Books	1.75
Tachtiris, Jill	(3.23)	Mileage	8.80
Thomas Bouregy & Co., Inc.	(4.51)	Books	53.50
Thorndike Press	(4.51)	Books	228.75
Tom's Supermarket Inc.	(2.31)	Janitorial Supplies	6.93
United Learning	(4.53)	Recordings	9.50
University of Illinois	(3.24)	Professional Mtg.-Corning Martin and Daugherty	120.00
W. H. Freeman and Company	(4.51)	Books	68.84
Waldenbooks	(4.51)	Books	52.84
		TOTAL [B]	$ 9,044.05
		TOTAL [A] + [B]	$10,177.97

JASPER COUNTY PUBLIC LIBRARY CONSTRUCTION FUND

BILLS TO BE ALLOWED.....OCTOBER 14, 1985

Consolidated Insurance Agency	$ 219.00
Hamstra Builders	8,280.00
Kankakee Valley School Corp.	125.00
LOM Corporation	
Northwest National Bank	920.00
Professional Service Industries Inc.	19.28
TOTAL	

1986 Holiday Schedule

January 1	Wednesday	New Year's Day
February 17	Monday	President's Day
May 26	Monday	Memorial Day
July 4	Friday	Independence Day
September 1	Monday	Labor Day
November 27	Thursday	Thanksgiving
December 24	Wednesday	Christmas Eve
December 25	Thursday	Christmas Day
December 31	Wednesday	New Year's Eve

NOVEMBER

AGENDA.....NOVEMBER 11, 1985

1. Minutes

2. Bills/Financial Report

   2.1 Audit Report

3. Director's Report

   3.1 Circulation

   3.2 Appeal Hearing Report

   3.3 Reconsideration of Books

   3.4 Acquistion Policy

4. Wheatfield Business

   4.1 Additional monies for LOM

   4.2 Color selection for interiors

   4.3 November 19th meeting

   4.4 Hours

5. DeMotte Business

6. Rensselaer Business

7. Executive Session

   7.1 1986 Salaries

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

October 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 38 for D & W 41	DeM filled 7 for Rens. 21	Wheat. filled 2 for Rens. 5
b. Received	27	13	5
c. Outstanding	14	7	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	2 NR 78 R 39 CO	65	40
b. Total Registered	7,850		
3. REFERENCE QUESTIONS			
a. Telephone	59	167	76
b. In Person	242	298	100
4. LOCAL HISTORY-GENEALOGY			
a. In person	16		
b. Microfilms Used	3		
c. Research by Mail	1		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING October 31, 1985

	19 84	19 85	
Monthly Circulation	13,787	14,112	
Daily Average	530	543	
January to Date Total Circulation	130,154	135,118	4% up

Rensselaer	211 /day
DeMotte	183 /day
Wheatfield	176 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	108			1,042	56		4	682	47			421
Non-Fiction	128			1,052	84			839	30			265
Paperbacks	17			385	5			539	7			1,830
CHILDREN'S BOOKS: Fiction	19			1,501	15		2	1,549	11			777
Non-Fiction	33			526	13			382	7			186
FILMSTRIPS				9								
MAGAZINES: Adult				382				286				202
Children				23								
MAPS, PICTURES, PHOTOS, PRINTS PROJECTORS				19				23				44
MICROFILM												
PAMPHLETS			1	78				69				21
SOUND RECORDINGS	19			249	12			146	15			62
CED's				22				23				
VHS's	10			193	15			214				71
TOTAL	334		1	5,481	200		6	4,752	117			3,879
Percent of Increase (+) or Decrease (-)				-12.6				+21.6				+ 7.5

MINUTES.....OCTOBER 14, 1985

The regular monthly meeting of the Jasper County Public Library Board was held on October 14 at 7:00 pm at the Rensselaer Library Headquarters. Those present were Mary Linda Casey, president, Bob Souza, treasurer, Will Doty, secretary, Frank Wright, trustee, and Cathy Salyers, library director.

MINUTES: On a motion by Bob Souza, seconded by Frank Wright, the minutes of the September 9 meeting were unanimously approved.

BILLS/FINANCIAL REPORT: On a motion by Will Doty, seconded by Bob Souza, the board unanimously approved the bills and accepted the financial report.

DIRECTOR'S REPORT: Ms. Salyers reported that total circulation was up 4% over last year.

On a motion by Bob Souza, seconded by Frank Wright, the board unanimously approved the following resignation policy to be added as item 14 to the Personnel Policy:

> The library requests that all certified employees give a four week written notice of termination of employment and hourly employees are requested to give a two week written notice of termination of employment.

Discussion and action were tabled on the reconsideration of Peter Mayle's books, Where do babies come from? and What's happening to me? Copies were distributed to the board members, and Mrs. Salyers was instructed to place the item on the November 11 meeting's agenda.

Mrs. Salyers noted that the hearing on the 1986 budget was scheduled for October 16 at 2:00 pm at the Auditor's Office.

WHEATFIELD BUSINESS: Mrs. Salyers showed the videotape of the ground-breaking ceremony. She reported that K-V Schools approved our tapping into their water system. Mr. Doty expressed concern over water pressure and requested that Mrs. Salyers contact the architect.

DEMOTTE BUSINESS: Mrs. Salyers reported that the DeMotte Friends have agreed to donate $5,000 toward the remodeling of the DeMotte basement if the library will absorb the rest of the costs.

RENSSELAER BUSINESS: Mrs. Salyers reported that a crash bar has been ordered for the front door of the Rensselaer Library. Jane Bailey has been hired as circulation clerk for Rensselaer.

HOLIDAY SCHEDULE: On a motion by Frank Wright, seconded by Bob Souza, the board unanimously approved the 1986 Holiday Closing schedule.

NOMINATING COMMITTEE: President Casey appointed Wanda Stewart and Frank Wright to the nominating committee.

ADJOURNMENT: On a motion by Bob Souza, seconded by Frank Wright, the meeting adjourned at 8:10 pm.

OPERATING FUND

BILLS TO BE ALLOWED.....NOVEMBER 11, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 335.55
NIPSCO	(3.51)	DeMotte	198.83
NIPSCO	(3.51)	Wheatfield	61.43
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	74.99
United Telephone Co.	(3.21)	Rensselaer	256.64
United Telephone Co.	(3.21)	Wheatfield	39.70
		TOTAL [A]	$ 967.14

Other Claims:

American Library Association	(3.91)	1986 Dues	$ 330.00
B. Dalton	(4.51)	Books	25.36
Baker & Taylor	(4.51)	Books-$2,735.46	2,791.70
		GIFT FUND-DeMotte-$56.24	
Becker, Margaret	(3.23)	Mileage-$124.00	154.00
	(3.96)	Mowing-$30.00	
Ben Franklin	(2.41)	Library Supplies	8.41
Brodart	(4.51)	Books-$219.58	293.91
	(2.41)	Sysdac Tape-$74.33	
Central States Sales Corp.	(2.42)	Projector Lamps	81.91
Corning, Jacquelyn	(3.23)	Mileage	87.90
Credit Bureau Services, Inc.	(4.52)	Magazine Sub.-D	12.00
Daugherty, Lynn	(3.23)	Mileage	94.90
Davidson Titles, Inc.	(4.51)	Books	548.58
DEMCO	(2.41)	Library Supplies	190.08
DeMotte Carpet	(3.61)	Carpet Repair-D	35.00
DeMotte I G A Supermarket	(4.52)	Newspapers-D	8.00
Deugans Office Supply	(2.13)	Typewriter Ribbons-R	34.40
EBSCO	(4.52)	Magazines	77.63
Facts on File, Inc.	(4.52)	Magazine	370.00
Fase's	(2.31)	Janitorial Supplies-D	10.10
Frank B. Hall & Co.	(1.23)	Group Insurance	203.75
The H. W. Wilson Company	(4.51)	Books	20.00
Harvey's		GIFT FUND-Rensselaer	6.49
Heritage Office Products, Inc.	(3.62)	Typewriter Repair-R-$82.50	88.34
	(2.13)	Office Supplies-$5.84	
Indiana Library Association	(3.91)	1986 Dues	75.00
Indiana Library Trustee Ass'n	(3.91)	1986 Dues	253.25
Jasper County Farm Bureau	(2.31)	Caulk	23.10
Main Line Book Company	(4.51)	Books	70.14
Martin, Mary Kay	(3.23)	Mileage	10.40
Morccco Glass & Trim Inc.	(3.61)	Repair Door-R	155.50
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Padgitt, Kathleen	(3.23)	Mileage	8.80
Paxco, Inc.	(4.51)	Books	27.16
The Perfection Form Company	(4.51)	Books	55.38
Peterson's Guides Incorporated	(4.51)	Books	42.21
Postmaster General	(3.22)	Postage	72.00

Prince Georges' County Memorial Library	(4.51) Books	$ 5.50
Quality Paperback Book Club	(4.51) Books	2.37
Quill	(2.13) Office Supplies-$19.08	102.46
	(4.40) Steno Chair-D & Vinyl Binders-$83.38	
Regent Book Company	(4.51) Books	31.88
Salyers, Catherine A.	(3.23) Mileage	41.60
Schultz Bros. Co.	GIFT FUND-Rensselaer	25.26
Silver Burdett Company	(4.51) Books-$43.20	96.00
	GIFT FUND-DeMotte-$52.80	
Story House Corp.	(4.51) Books	39.65
Thompson Electronics	(4.53) VHS Tapes	149.70
Tom's Supermarket	(2.21) Janitorial Supplies	33.76
Upstart	(4.51) Books-$13.09	32.34
	GIFT FUND-Rensselaer-$19.25	
Walgreens	(2.41) Film-$79.90	82.40
	GIFT FUND-Rensselaer-$2.50	
	TOTAL [B]	$6,917.32
	TOTAL [A]	$7,884.46

CONSTRUCTION FUND

BILLS TO BE ALLOWED..... NOVEMBER 11, 1985

Hamstra Builders, Inc.	$35,177.30
LOM Corporation	3,215.21
Northwest National Bank	3,728.70
TOTAL	$42,121.21

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month October 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation	
1	Librarian	21,000.00	1,750.00	17,500.00	3,500.00	1
2	Assistants	128,131.00	11,046.27	105,719.63	22,411.37	2
3	Janitors	4,930.00	406.85	3,487.66	1,442.34	3
4	Employee Benefits	18,500.00	1,199.70	12,134.28	6,365.72	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,300.00	506.17	2,564.85	1,735.15	6
7	Operating Supplies	2,200.00	583.17	2,277.37	- 77.37	7
8	Repair & Maintenance Supplies	700.00	120.27	698.55	1.45	8
9	Library & Other Supplies	5,500.00	326.48	1,675.68	3,824.32	9
10	Professional Services	2,500.00		15,811.10	-13,311.10	10
11	Communication & Transportation	12,500.00	1,224.68	8,538.72	3,961.28	11
12	Printing & Advertising	600.00	13.60	691.95	-91.95	12
13	Insurance	4,000.00		2,014.00	1,986.00	13
14	Utility Services	12,600.00	751.43	8,395.68	4,204.32	14
15	Repairs & Maintenance	9,000.00	224.00	4,253.73	4,746.27	15
16	Rentals-Real Estate-Equipment	801.00		521.29	279.71	16
17	Dues, Interest, Taxes & Assessments	851.00		615.25	235.75	17
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00	18
19	Maintenance Contracts	3,450.00	189.00	2,866.95	583.05	19
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00	20
21	Furniture & Equipment	7,000.00	66.84	3,237.21	3,762.79	21
22	Books	55,000.00	5,380.02	41,279.40	13,720.60	22
23	Periodicals & Newspapers	7,000.00	172.50	6,191.04	808.96	23
24	Nonprinted Materials	7,500.00	535.00	5,515.55	1,984.45	24
25						25
26						26
27		316,564.00	24,495.98	245,989.89	70,574.11	27
28						28
29						29
30						30
31	Beginning Balance 564,952.05					31
32	Plus Deposits 16,254.96					32
33	Minus Checks 47,888.37					33
34	Ending Balance 533,318.64					34
35						35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month October

1	Super Now Checking Account- Northwest National Bank		
2	Operating Fund Balance	30,717.73	
3	Rensselaer Gift Fund Balance	727.97	
4	DeMotte Gift Fund Balance	646.03	
5	Wheatfield Gift Fund Balance	1,149.80	
6	Bond Account	2,155.30	
7	LIRF Account		
8	Reserve for Insurance Collected	520.67	
9	Total of All Accounts - Super Now - Checking Account		
10	@ Northwest National Bank		35,917.50
11	Investments - Northwest National Bank		
12	Construction Fund Hi Fi Account #70-0347-8	454,241.77	
13	Construction Fund Checking Account #21-1702-6	2,541.54	
14	Bond Hi Fi - No.#70-0195-1	7,445.41	
15	Operating Hi Fi Account No. #70-0193-6	7,528.36	
16	Hi- Fi Account No. #70-0120-9	644.06	
17	Operating Cert of Deposit No.	25,000.00	
18	LIRF Investment		
19	Bond Certificate of Deposit		
20	Total Investments		497,401.14
21	Total of All Funds Ending October 1985		533,318.64
22			
23			
24			
25			
26			
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DECEMBER

AGENDA.....DECEMBER 9, 1985

1. Minutes

2. Bills/Financial Statement

   2.1 Budget Transfers

3. Director's Report

   3.1 Circulation

   3.2 Management Workshop

   3.3 Selection Policy

4. Election of 1986 Officers

5. Wheatfield Business

   5.1 Robbins Associates

   5.2 Equipment List

6. Rensselaer Business

7. DeMotte Business

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month NOVEMBER 1985

		1 Beginning Appropriation	2 Spent this Month	3 Spent to Date	4 Ending Appropriation
1	Librarian	21,000.00	1,750.00	19,250.00	1,750.00
2	Assistants	128,131.00	10,540.67	116,260.30	11,870.70
3	Janitors	4,930.00	339.70	3,827.36	1,102.64
4	Employee Benefits	18,500.00	1,028.79	13,163.07	5,336.93
5	Other Personal Services	1,000.00			1,000.00
6	Office Supplies	4,300.00	59.32	2,624.17	1,675.83
7	Operating Supplies	2,200.00	33.76	2,311.13	(- 111.13)
8	Repair & Maintenance Supplies	700.00	10.10	708.65	(- 8.65)
9	Library & Other Supplies	5,500.00	434.63	2,110.31	3,389.69
10	Professional Services	2,500.00		15,811.10	(- 13,311.10)
11	Communication & Transportation	12,500.00	810.93	9,349.65	3,150.35
12	Printing & Advertising	600.00		691.95	(-91.95)
13	Insurance	4,000.00		2,014.00	1,986.00
14	Utility Services	12,600.00	595.81	8,991.49	3,608.51
15	Repairs & Maintenance	9,000.00	213.60	4,467.33	4,532.67
16	Rentals-Real Estate-Equipment	801.00		521.29	279.71
17	Dues, Interest, Taxes & Assessments	851.00	658.25	1,273.50	(- 422.50)
18	Transfer to Lib.Improv. Res. Fund	7,500.00			7,500.00
19	Maintenance Contracts	3,450.00	39.00	2,905.95	544.05
20	Capital Outlay,Land,Bldg.Improv.	1.00			1.00
21	Furniture & Equipment	7,000.00	165.88	3,403.09	3,596.91
22	Books	55,000.00	3,879.56	45,158.96	9,841.04
23	Periodicals & Newspapers	7,000.00	467.63	6,658.67	341.33
24	Nonprinted Materials	7,500.00	149.70	5,665.25	1,834.75
25					
26					
27		316,564.00	21,177.33	267,167.22	49,396.78
28					
29					
30					
31	Beginning Balance 533,318.64				
32	Plus Deposits 87,568.01				
33	Minus Checks 104,562.68				
34	Ending Balance 516,323.97				
35					
36					
37					
38					
39					
40					

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Balance of All Funds -1985
Month NOVEMBER

	1	2	3	4
1	Super Now Checking Account- Northwest National Bank			
2	Operating Fund Balance		55,874.49	
3	Rensselaer Gift Fund Balance		699.47	
4	DeMotte Gift Fund Balance		594.79	
5	Wheatfield Gift Fund Balance		1,149.80	
6	Bond Account		2,155.30	
7	LIRF Account			
8	Reserve for Insurance Collected		520.67	
9	Total of All Accounts - Super Now - Checking Account			
10	@ Northwest National Bank			60,994.52
11	Investments			
12	Construction Fund - Checking Account		1,591.85	
13	Construction Fund - Hi Fi Account # 70-0347-8		413,119.77	
14	Bond Hi Fi - No.#70-0195-1		7,445.41	
15	Operating Hi Fi Account No. #70-0193-6		7,528.36	
16	Hi- Fi Account No. #70-0120-9		644.06	
17	Operating Cert of Deposit No. [redacted]		25,000.00	
18	LIRF Investment			
19	Bond Certificate of Deposit			
20	Total Investments			455,329.45
21	Total of All Funds Ending NOVEMBER 1985			516,323.97
22				
23				
24				
25				
26				
27				
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32				
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8804 (88804) — Green

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

November 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 52 req. for D & W 29	DeM filled 14 req. for Rens. 26	Wheat. filled 1 for Rens. 4
b. Received	22	19	4
c. Outstanding	7	7	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	Non Res. 3 Co. 22 Rens. 36	16	14
b. Total Registered	7,909		
3. REFERENCE QUESTIONS			
a. Telephone	103	115	112
b. In Person	354	194	248
4. LOCAL HISTORY-GENEALOGY			
a. In person	16 photos used by RCHS 9		
b. Microfilms Used	6		
c. Research by Mail	4		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING November 30, 19 85

	19 84	19 85
Monthly Circulation	12,212	14,378
Daily Average	489	575
January to Date Total Circulation	142,366	~~149,496~~ 148,846 4.67% +5%

Rensselaer 254 /day

DeMotte 175 /day

Wheatfield 174 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction				1,103	3		13	696				513
Non-Fiction				1,589	5		3	748				260
Paperbacks				522				408				1535
CHILDREN'S BOOKS: Fiction				1,296	7			1,155				707
Non-Fiction				586				380				265
FILMSTRIPS				1								
MAGAZINES: Adult				404				392				177
Children				12								
MAPS, PICTURES, PHOTOS, PRINTS				12				3				26
MICROFILM												
PAMPHLETS	78		24	237				37				10
SOUND RECORDINGS				366				189				69
CED's				14				19				12
VHS's				212				235				88
TOTAL	78		24	6,354	15		16	4,362				3662
Percent of Increase (+) or Decrease (-)				+6.5				+28				+29.3

MINUTES.....NOVEMBER 11, 1985

The regular monthly meeting of the Jasper County Public Library was held November 11, 1985 at 7:00 pm at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, Frank Wright, trustees, Cathy Salyers, library director, Lynn Daugherty, Mary K. Martin, Jackie Corning, library staff members, and Bill Morarity, library attorney.

Wheatfield: Bill Morarity presented a request from LOM for additional monies to cover expenses that were incurred while obtaining approval from the State Board of Health for the Wheatfield Project. After a brief discussion, Frank Wright moved and Bob Souza seconded to pay the requested amount at the end of the project subject to review of the bill by the board. The motion carried unanimously.

Mrs. Salyers presented three color charts suggested by LOM for the Wheatfield Library. On a motion by Will Doty seconded by Frank Wright, the board unanimously selected the Blue and Red color scheme and voted 3 - 2 for the Royal Oak wood color.

Mrs. Salyers noted that for acceptance of the furniture bids for the Wheatfield Library, a special meeting would be held November 19 at 7:00 pm at the Rensselaer Library.

Proposed hours for the new library are 12 - 8 Monday, 10 - 8 Tuesday, 10 - 6 Wednesday through Saturday. It was further noted that hours are subject to change depending on public response.

Executive Session: At 8:25 pm the President called for the Executive Session to begin to discuss 1986 salaries. On a motion by Will Doty, seconded by Bob Souza, the executive session ended at 9:16 pm. The only matter discussed during the session was 1986 salaries.

Regular session resumed at 9:17 pm. On a motion by Will Doty seconded by Miriam Lawyer, the board voted unanimously to have Mrs. Salyers distribute $3,500 allocated for salary adjustments at her discretion within the limits of the salary adjustment policy.

Minutes: On a motion by Bob Souza, seconded by Wanda Stewart, the minutes of the October 14 meeting were approved as presented.

Bills/Financial Report: On a motion by Bob Souza, seconded Wanda Stewart, the bills for both Operating and Wheatfield Construction Fund were allowed and the financial report accepted.

Mrs. Casey directed Mrs. Salyers to prepare a detailed financial statement for the Construction Fund for next meeting.

Director's Report: Mrs. Salyers noted that total circulation was above last year's level. She noted that while we lost our appeal for the increased levy our maximum levy was increased from $159,000 to $207,000. This means the 1986 budget is fully funded.

There was a lengthy discussion on two books that were requested to be reconsidered by Mrs. Sharon Patrick. On a motion by Frank Wirght seconded by Wanda Stewart the board voted 5 - 1 to have Peter Mayle's books, Where Did I Come From and What Is Happening To Me moved from the children's collection to the adult collection.

Mrs. Salyers presented proposed changes in the selection policy. Discussion was tabled until the December meeting.

Adjournment: On a motion by Miriam Lawyer, seconded by Wanda Stewart, the meeting adjourned at 9:51 pm.

MINUTES.....NOVEMBER 19, 1985

A special meeting of the Jasper County Public Library Board was held Tuesday November 19, 1985 at 7:00 pm to open bids on furniture for the Wheatfield building. Those present were Miriam Lawyer, vice-president, Will Doty, secretary, Wanda Stewart, Frank Wright, Barbara Leestma, trustees, Lois Ricker, Lynn Daugherty, staff members, Bill Morarity, attorney, Dick DeLong, Carla Bishop, LOM representatives, representatives from the bidders and Cathy Salyers, library director.

Bids were opened and the bids were Lee Company base bid, $78,154.35 and voluntary alternate bid of $65,150.30 with time of completion being 150 days. Robbins Associates base bid, $79,740, alternate $719, voluntary alternate, $64,937.00 with time of completion being 140 days.

After a brief discussion, Wilbur Doty moved that due to the fact that the bids were over the budgeted amount for furniture the Board delegates authority to the director to peruse the bids and delete items to reduce costs and then award the bid to the company with the lowest total bid. The motion was seconded by Frank Wright and carried unanimously.

By consensus the meeting adjourned at 7:36 pm.

CONSTRUCTION FUND

December 1985

	Estimated Expenses	Spent this Month	Spent to Date	Balance
Hamstra	$364,909.00	$19,817.10	$61,655.40	
Retainage		2,202.90	6,851.60	$296,402.00
LOM	34,500.00	-0-	24,937.50	
Rotz			8,046.20	1,516.30
Additional	1,422.88	-0-	-0-	1,422.88
Misc. (Fees, Graphics, Ice, Miller, Newspaper Notices)	10,000.00	2,273.25	4,086.32	5,913.69
Attorney Fees	10,000.00	-0-	10,000.00	-0-
Ralph VanHandel (planning consultant)	1,625.00	-0-	1,625.00	-0-
John E. Fisher (survey)	1,511.04	-0-	1,511.04	-0-
Professional Services (soil borings)	1,305.23	-0-	1,205.23	-0-
Therber, Wilkerson (financial consultant)	3,504.40	-0-	3,504.40	-0-
Town of Wheatfield	30.00	-0-	30.00	-0-
Consolidated Insurance (Builder's Risk Ins.)	3,609.00	3,550.00	3,609.00	-0-
Furniture & Equipment	76,450.00	-0-	-0-	76,450.00
Jack Kellogg	10,000.00	-0-	(1,300)*	10,000.00
	$518,866.55	$27,843.25	$127,161.69	$391,704.86

Bond	$500,000.00
Plus Int.	11,502.07
Minus checks	54,718.76
Balance last month	456,783.31
Plus interest	2,415,83
Minus Checks	42,121.21
Monthly Balance	417,077.93

Jasper County Public Library

Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

Where As, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the various functions of the Jasper County Public Library; Now, Therefore: Be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are here by appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same: Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

LIBRARY OPERATING FUND	AMOUNT APPROPRIATED	LIBRARY OPERATING FUND	AMOUNT REDUCED
2.2 Operating Supplies	$189.25	2.1 Office supplies	198.10
2.2 Repair & Maintenance Supplies	8.65		
3.1 Professional services	13,311.10	3.94 Transfer to LIRF	7,500.00
		3.6 Repairs & Maintenance	3,000.00
		3.4 Insurnace	1,900.00
		3.5 Utilities	911.10
3.3 Printing & Advertising	91.95	3.2 Communication & Transportation	514.45
3.91 Dues, Interest, Taxes	422.50		

Presented to the Jasper County Public Library Board, read in full, and adopted this 9th day of December, 1985, by the following aye and nay vote.

AYE	NAY
Barbara J. Lostroh	
Miriam Sawyer	
Brenda Stewart	
William D. Doty	
Robert Souza	

OPERATING FUND

BILLS TO BE ALLOWED.....DECEMBER 9, 1985

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$288.38
NIPSCO	(3.51)	DeMotte	242.83
NIPSCO	(3.51)	Wheatfield	98.76
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	79.17
United Telephone Co.	(3.21)	Rensselaer	248.70
United Telephone Co.	(3.21)	Wheatfield	37.02
		TOTAL [A]	$994.86

Other Claims:

A. E. Boyce Co., Inc.	(2.11)	Official Records	$124.01
Apple Computers	(4.40)	Computer	
B & M Sales & Services	(3.95)	Fire Extinguisher Yearly Check	67.96
Baker & Taylor	(4.51)	Books-$2,976.26 GIFT FUND - DeMotte-$121.62	3,097.88
Becker, Margaret	(3.23)	Mileage	99.20
Ben Franklin	(4.40)	Floor Mat-$8.09	9.67
	(2.41)	Thank You Cards-$1.58	
Brodart	(4.51)	Books-$153.95	907.96
	(2.41)	Sysdac Tape & Cards-$684.33 GIFT FUND-Rensselaer-Rhythm Band-$69.68	
Campbell Printing Company	(2.12)	Stationery-$205.00	208.84
	(4.40)	Rubber Stamp-$3.84	
Childrens Press	(4.51)	Books	52.31
Corning, Jacquelyn	(3.23)	Mileage	42.00
Credit Bureau	(4.51)	Magazine-D	12.00
DEMCO	(4.51)	Processing Sup.-$89.85	254.42
	(2.41)	Library Sup.-$102.62	
	(4.53)	Audiovisual-$61.95	
DeMotte I G A Supermarket	(4.52)	Newspapers-D	10.00
DeMotte Office Supply	(2.13)	Office Supplies-$5.47	7.27
	(4.40)	Clip Board-$1.80	
EBSCO	(4.52)	Magazines	2.97
Facts on File, Inc.	(4.51)	Books	24.30
Frank B. Hall & Co.	(1.23)	Group Insurance	203.75
H. W. Wilson Company	(4.52)	Magazines	200.00
Heritage Office Products, Inc.	(2.13)	Office Supplies	8.08
Ingram	(4.53)	VHS	1,010.33
Jasper County Farm Bureau	(2.21)	Janitorial Sup.	3.85
Jasper County Public Library Construction Fund	(3.42)	Worker's Compensation	160.00
Little, Brown and Company	(4.51)	Books	25.00
Mitchell Information Services,Inc	(4.51)	Books	126.50
Monroe	(2.42)	Copier Paper	230.83
National Geographic Society	(4.51)	Books	22.95
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Perma-Bound	(4.51)	Books	64.65
Quality Books Inc.	(4.51)	Books	119.60

Quill Corporation	(4.40) Desk-D	$ 117.88
Reading Resources, Inc.	(4.51) Books	618.91
Salyers, Catherine A.	(3.23) Mileage	40.00
Salyers, Catherine A.	PETTY CASH - Wheatfield (2.21) Janitorial Sup.-$23.89 (3.22) Postage-$5.23	29.12
Salyers Construction	(3.61) Repair Lights-R	25.00
Scholastic Book Services	(4.52) Magazines	5.00
Thomas Bouregy and Company, Inc.	(4.51) Books	53.50
Thorndike Press	(4.51) Books	152.55
Tiny's Supermarket	(2.21) Janitorial Supplies	33.66
Tom's Supermarket	(2.21) Janitorial Supplies	5.66
Tysen's Country Grocery Inc.	(2.21) Janitorial Sup.-$1.29 GIFT FUND - DeMotte-$4.97	6.26
Walgreens	GIFT FUND - Rensselaer	3.98
	TOTAL [B]	$8,196.85
	TOTAL [A] + [B]	$9,191.71

BOND & INTEREST REDEMPTION FUND

DeMotte State Bank	$12,011.25

CONSTRUCTION FUND

BILLS TO BE ALLOWED.....DECEMBER 9, 1985

Consolidated Insurance Agency		$ 3,550.00
Hamstra Builders		19,817.10
Ice, Miller, Donadio & Ryan		2,186.67
Kankakee Valley Post News		43.29
Northwest National Bank		2,202.90
Rensselaer Republican		43.29
	TOTAL	$27,843.25

JANUARY 1986

AGENDA.....JANUARY 13, 1986

1. Minutes

2. Bills/Financial Statements

   2.1 Bonds

3. Director's Report

   3.1 Circulation Statistics

   3.2 Evaluation Committee

4. Wheatfield Business

   4.1 Equipment

   4.2 LOM Projections

   4.3 Signage

5. Rensselaer Business

   5.1 VCR

   5.2 Children's Librarian

6. DeMotte Business

   6.1 Remodeling

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING December 31, 1985

	1984	1985	
Monthly Circulation	9,468	9,985	
Daily Average	412	434	
January to Date Total Circulation	151,744	~~158,831~~ 159,344	+4.6%

Rensselaer	209 /day
DeMotte	138 /day
Wheatfield	111 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	74		7	956	39			496	80			316
Non-Fiction	91		67	1,134	55			585	131			134
Paperbacks	3		2	457	2			420	1			794
'ILDREN'S BOOKS: Fiction	97		5	807	6			695	56			298
Non-Fiction	35		2	301	3			200	3			80
FILMSTRIPS	1			1								
MAGAZINES: Adult				399				329				135
Children				5								
MAPS, PICTURES, PHOTOS, PRINTS				20				8				24
MICROFILM												
PAMPHLETS	25		4	206				54				8
SOUND RECORDINGS	28		14	226	3			165				49
CED's				39				8				9
S's	15		1	262	5			214	22			151
TOTAL	369		92	4,813	113			3,174	293			1,998
Percent of Increase (+) or Decrease (-)				+19				+17				-26

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

December 1985

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 83 req. for D & W 26	DeM filled 2 req. for R & W 17	3
b. Received	16	11	3
c. Outstanding	10	6	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	4 NR 55 R 40 Co	96	31
b. Total Registered	8,114		
3. REFERENCE QUESTIONS			
a. Telephone	97	68	74
b. In Person	178	110	61
4. LOCAL HISTORY-GENEALOGY			
a. In person	6		
b. Microfilms Used	3		
c. Research by Mail	2		
d. Oral Histories			

MINUTES.....DECEMBER 9, 1985

The regular monthly meeting of the Jasper County Public Library Board was held on Monday, December 9 at 7:00 pm at the Rensselaer Headquarters. Those present were Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, Barbara Leestma, trustees, and Cathy Salyers, library director.

MINUTES: On a motion by Wanda Stewart seconded by Barbara Leestma, the minutes of the November 11, 1985 meeting were unanimously approved.

BILLS/FINANCIAL STATEMENT: On a motion by Will Doty seconded by Wanda Stewart, the bills were unanimously approved and financial statements were accepted for both the operating and construction funds.

On a motion by Will Doty seconded by Wanda Stewart transfers were unanimously approved as specified on enclosed resolution.

DIRECTOR'S REPORT: Mrs. Salyers reported that circulation had increased at all three libraries for a total of 5% yearly increase for the system. She further reported that a management workshop was being held to upgrade the skills of the library staff.

She also stated that a meeting of county librarians took place on December 3 and was informative and successful. Another meeting was scheduled for April.

After a brief discussion, Will Doty moved and Wanda Stewart seconded a motion to accept the proposed changes in the materials selection policy. The motion carried unanimously.

ELECTION OF OFFICERS: Wanda Stewart presented the following slate of officers for 1986: Mary Linda Casey, president
Miriam Lawyer, vice-president
Bob Souza, treasurer
Will Doty, secretary

Will Doty moved to accept the slate of officers, Barbara Leestma seconded, and the motion carried unanimously.

WHEATFIELD BUSINESS: Mrs. Salyers reported that Robbins Associates' bid for furniture was lowest and presented contracts for signing.

Due to the absence of the Board President, Wanda Stewart moved the adoption of a resolution to permit the Secretary to sign the contract in the absence of the president. Barbara Leestma seconded and the resolution carried unanimously.

RENSSELAER BUSINESS: Mrs. Salyers reported that an Apple computer has been ordered for the office.

ADJOURNMENT: On a motion by Wanda Stewart seconded by Barbara Leestma, the meeting adjourned at 8:10 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

Month of December 1985	1 Beg. App.	2 Spent	3 Spent to Date	4 Ending Appropriation
Librarian	21,000.00	1,750.00	21,000.00	.00
Assistants	128,131.00	10,178.17	126,438.47	1,692.53
Janitors	4,930.00	572.45	4,399.81	530.19
Employee Benefits	18,500.00	2,295.82	15,458.89	3,041.11
Other Personal Services	1,000.00			1,000.00
Office Supplies	4,101.90	342.56	2,966.73	1,135.17
Operating Supplies	2,389.45	68.35	2,379.48	9.97
Repairs & Maintenance Supplies	708.65		708.65	.00
Library & Other Supplies	5,500.00	1,019.36	3,129.67	2,370.33
Professional Services	15,811.10		15,811.10	.00
Communication & Transporation	11,985.55	1,508.82	10,858.47	1,127.08
Printing & Advertising	691.95		691.95	.00
Insurance	2,100.00		2,014.00	86.00
Utility Services	11,688.90	629.97	9,621.46	2,067.44
Repairs & Maintenance	6,000.00	25.00	4,492.33	1,507.67
Rentals-Real Estate-Equipment	801.00		521.29	279.71
Dues, Interest, Taxes, Assess.	1,273.50		1,273.50	.00
Transfer to Lib. Improv. Res. Fund				
Maintenance Contracts	3,450.00	76.96	2,982.91	467.09
Capital Outlay, Land, Bldg. Improv.	1.00			1.00
Furniture & Equipment	7,000.00	2,203.65	5,606.74	1,393.26
Books	55,000.00	4,830.01	49,988.97	5,011.03
Periodicals & Newspapers	7,000.00	229.97	6,888.64	111.36
Nonprinted Materials	7,500.00	1,072.28	6,737.53	762.47
	316,564.00	26,803.37	293,970.59	22,593.41

Beginning Balance	153,209.80
Plus Deposits	1,006,740.34
Minus Checks	614,800.89
	545,149.25

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	1	2	3	4
Balance of All Funds Ending December 1985				
Super Now Checking Account - Northwest National Bank				
Operating Fund Balance			115,598.94	
Rensselaer Gift Fund Balance			645.81	
DeMotte Gift Fund Balance			524.75	
Wheatfield Gift Fund Balance			1,201.80	
Bond Account			(-5,953.86)	
LIRF Account				
Reserve for Insurance Collected			520.67	
Total of All Accounts - Cash Accounts - Super Now - Checking Account @ Northwest National Bank				112,538.11
Investments				
Construction Fund Hi-Fi Account #70-0147-8			388,929.86	
Construction Fund Checking Account #			2,900.84	
Bond Hi Fi Acctount # 70-0195-1			7,528.47	
Operating Hi-Fi Account No. # 70-0193-6			7,612.35	
Operating Cert. of Deposit			25,000.00	
LIRF Investment			639.62	
Total Investments				432,611.14
Total of all Funds				545,149.25

Jasper County Public Library

12-31-1984 to 12-31-1985

Fund	1 12-31-1984	2 Receipts	3 Disbursements	4 Balance 12-31-1985
Libary Operating	98,484.95	336,086.08	318,972.09	115,598.84
Rensselaer Gift Fund	587.13	259.95	201.27	645.81
DeMotte Gift Fund	338.22	1,574.38	1,387.85	524.75
Wheatfield Gift Fund	630.20	571.60		1,201.80
Library Bond & Interest Redemp.	18.00	8,050.64	14,022.50	(-5,953.86)
Reserve for Insurance Collected		1,721.29	1,200.62	520.67
Total Cash Funds	100,058.50	348,263.94	335,784.33	112,538.11
Investments				
Library Improvement Reserve	14,049.25	615.37	14,025.00	639.62
Library Operating Cert. of Dep.	25,000.00			25,000.00
Library Bond & Interest Red.	7,011.96	516.51		7,528.47
Library Operating #70-0193-6	7,090.09	522.26		7,612.35
Construction HI FI#70-0347-8		506,477.62	117,547.76	388,929.86
Construction Checking #21-1702-6		127,584.06	124,683.22	2,900.84
Total Investments	53,151.30	635,715.82	256,255.98	432,611.14
Total of All Funds	153,209.80	983,979.76	592,040.31	545,149.25

OPERATING FUND

BILLS TO BE ALLOWED.....JANUARY 13, 1986

Utilities:

City of Rensselaer	(3.51)	Rensselaer-$438.71	$ 558.71
	(3.95)	Security Alarm Ser.-$120.00	
NIPSCO	(3.51)	DeMotte	416.57
NIPSCO	(3.51)	Wheatfield	177.93
Northwestern Indiana Tele. Co.	(3.21)	DeMotte	82.49
United Telephone Co.	(3.21)	Rensselaer	228.95
United Telephone Co.	(3.21)	Wheatfield	31.84
		TOTAL [A]	$1,436.49

Other Claims:

Ace Hardware	(3.61)	Repairs at D-$75.94	$ 126.15
	(2.21)	Janitorial Sup.-$27.96	
	(4.40)	Equipment-$22.25	
Apollo Engineering, Inc.	(2.21)	Flourscent Lights	236.85
Baker & Taylor	(4.51)	Books	15.14
Baker & Taylor (85 $553.77)	(4.51)	Books	1,227.17
Becker, Margaret	(3.23)	Mileage-$99.20	129.20
	(3.96)	Lawn Main.-$30.00	
Brodart Co.	(2.41)	Sysdac Tape-$74.33	638.87
(85)	(4.51)	Books-$564.54	
Casbon, Inc.	(3.61)	Building Repair-R	6.81
Consolidated Insurance Agency	(3.41)	Bonds-Souza & Martin	130.00
Credit Bureau Services, Inc.	(4.52)	Magazine Sub.-D	12.00
Daugherty, Lynn	(3.23)	Mileage-$66.80	110.60
	(4.51)	Books-$18.78	
	(3.22)	Postage-$9.80	
	(2.31)	Building Main.-$1.30	
	GIFT FUND - DeMotte-$13.92		
Davidson Titles, Inc. (85)	(4.51)	Books	57.77
DEMCO	(4.51)	Processing Sup.-$15.68	50.44
	(2.41)	Library Sup.-$34.76	
DeMotte IGA Supermarket	(4.52)	Newspapers-D	6.00
DeMotte Office Supply	(4.40)	Equipment-D-$27.30	46.66
	(2.13)	Office Supply-$19.36	
Dugan's Office Supply	(4.40)	Equipment-$30.22	53.46
	(2.13)	Office Sup.-$23.24	
Dyke's Electric, Inc.	(3.61)	Service Call-D	26.00
Charlotte Fagen	(3.23)	Mileage	8.80
Gaylord	(4.53)	Cassette Boxes	87.25
Great Western Supply	(2.13)	Office Supplies	493.85
Harvey's	(2.13)	Office Sup.-$1.88	3.37
	(2.21)	Fuses-$1.49	
Heritage Office Produces, Inc.	(3.95)	Service Contract on Typewriter-R-$115.00	127.77
	(2.13)	Office Sup.-$12.77	
Highsmith Co., Inc.	(4.40)	Guides-W	9.19
Hoover House Furniture & Carpet	(3.62)	Vacuum Repair-R	22.00
Indiana Cooperative Library Services Authority	(3.91)	Annual Dues	15.00

Indiana Historical Society	(3.91)	Annual Dues	$ 15.00
Information Access Company	(4.52)	Magazine Index	1,330.00
Ingram	(4.53)	VHS	220.71
Jasper County Farm Bureau Co-op	(2.21)	Insulation Tape-R	3.20
K. V. Electric	(3.61)	Repair Lights-D	110.40
Kaper's Building Material, Inc.	(3.61)	Building Repairs-D	2.66
Karol Media	(3.72)	Film Rental	52.00
Long's Electronics	(4.53)	Processing Sup.	9.93
Main Line Book Company (85)	(4.51)	Books	344.93
National Bestseller Corporation	(4.51)	Books (85)	17.43
National Geographic Society (85)	(4.51)	Books	31.65
National Geographic Society	(4.51)	Books	9.95
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Premiere Video, Inc.	(4.53)	VHS	52.40
Political Research, Inc.	(4.51)	Books	340.00
Postmaster General	(3.22)	Postage	194.00
Quality Books, Inc.	(4.52)	Magazines-$70.00	80.99
	(4.51)	Book Kits-$10.99	
Quill Corporation	(4.40)	Ring Binders-$19.76	64.19
	(2.13)	Office Supplies-$44.43	
Reading Resources, Inc. (85)	(4.51)	Books	274.04
Ricker, Lois	(4.40)	Extension Cord-$1.49	8.28
	(2.31)	Janitorial Sup.-$6.79	
Salyers, Catherine A.	(3.23)	Mileage	10.40
Salyers, Catherine A.	PETTY CASH - DeMotte		30.13
	(3.22)	Postage-$3.07	
	(4.40)	Basket-$4.47	
	(2.21)	Janitorial Sup.-$2.59	
	(3.96)	Snow Removal-$20.00	
Salyers, Catherine A.	PETTY CASH - Rensselaer		39.48
	(3.22)	Postage-$35.89	
	(2.21)	Gas-$2.84	
	(4.51)	Pamphlets-$.75	
Salyers Construction	(3.61)	Desk for Director's Office	280.50
Schultz Bros. Co.	GIFT FUND-R-$12.95		29.66
	(2.21)	Janitorial Sup.-$4.53	
	(2.13)	Office Sup.-$4.18	
	(4.40)	Equipment-$8.00	
Silver Burdett Company (85 $132.02)	(4.51)	Books	148.72
Smith's True Value Farm Store	(4.40)	Keys	21.36
Jill Tachtiris	(3.23)	Mileage	8.80
Thorndike Press	(4.51)	Books	43.35
University of Illinois	(3.24)	Meeting-Corning	40.00
Walgreens	(2.21)	Light Bulbs-R	1.19
Witty, Cheryl	(3.22)	Postage	6.90
World Book, Inc. (85)	(4.51)	Books	433.00
		TOTAL [B]	$7,904.60
		TOTAL [A] + [B]	$9,341.09

CONSTRUCTION FUND

BILLS TO BE ALLOWED.....JANUARY 13, 1985

Hamstra Builders, Inc.	$2,881.00
Northwest National Bank	500.00
~~TOTAL~~	~~$3,381.00~~
Jasper County Public Library Operating Fund	122.35
TOTAL	$3,503.35

FEBRUARY

AGENDA.....FEBRUARY 10. 1986

1. Minutes

2. Bills/Financial Statements

3. Director's Report

   3.1 Circulation Statistics

   3.2 Annual Report

   3.3 5-Year Plan

   3.4 Legislative Update

4. DeMotte Business

   4.1 Remodeling

   4.2 Bids

5. Wheatfield Business

   5.1 Progress Report

   5.2 Equipment

6. Rensselaer Business

   6.1 VCR

   6.2 Friends of the Library

MINUTES . . . . . January 13, 1986

The regular monthly meeting of the Jasper County Public Library Board was held Monday, January 13, 1986 at 7:00 pm in the meeting room of the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, Barbara Leestma, trustees, and Cathy Salyers, library director.

MINUTES: On a motion by Miriam Lawyer, seconded by Wanda Stewart, the minutes of the December 9, 1985 meeting were unanimously approved.

BILLS/FINANCIAL STATEMENTS: On a motion by Bob Souza, seconded by Miriam Lawyer, the bills were unanimously approved and the financial statements were unanimously accepted.

On a motion by Miriam Lawyer, seconded by Will Doty, the board approved a request for an additional appropriation in the amount of $25,000 for the expenditure of Construction Fund monies that have been accrued through interest on investment of the bond money.

The Board directed Mrs. Salyers to transfer monies from the investment of Bond and LIRF monies to the Super NOW checking account. This transfer was authorized due to the fact that the investments are no longer earning sufficient interest to warrant having them in separate accounts.

DIRECTOR'S REPORT: Mrs. Salyers reported that circulation for 1985 increased 4.5% over 1984. She further stated that she would have a full report on 1985 circulation statistics at the February meeting.

Mrs. Salyers requested that a committee be appointed for the purpose of evaluating the director's job performance. After a discussion, Mrs. Casey, president, appointed Bob Souza, trustee and Lynn Daughtery, staff member, to a committee to prepare an evaluation of the director for presentation to the Board at the April 1986 meeting. Mrs. Salyers submitted a self-evaluation, 1985 & 1986 objectives, director's job description, and a draft of the Five Year Plan. Mr. Souza requested that a copy of the director's job description be sent to all board members prior to the next meeting.

WHEATFIELD BUSINESS: Mrs. Salyers presented a preliminary cost estimate of $10,000 for the equipment for the Wheatfield Library. Mrs. Casey noted that she would donate a hand truck.

Mrs. Salyers reported that LOM Corp. is projecting an April 1st completion date for the Wheatfield Building and an April

28 date for the installation of all equipment. She further stated that LOM expects the building to operational by May 15.

Mrs. Salyers also reported that LOM suggested that a sign be placed on the east end of the building in black letters. After a brief discussion, Mrs. Salyers was directed to contact Mr. DeLong of LOM to determine if the letters could be brushed aluminum substituted for black letters.

RENSSELAER: Mrs. Salyers reported that Transamerica Insurance Company reimbursed the library $625 for the theft of the VCR from the Rensselaer Library. She stated that she is in the process of purchasing a comparable VCR as a replacement.

Mrs. Salyers noted that Mick Odum was donating $250 to the library. She further noted that Ms. Martin is currently investigating an applicant for the Children's Librarian position.

There was a brief discussion of the Adult Learning Center's use of the Rensselaer meeting room. The Board directed Mrs. Salyers to write to the director of the Adult Learning program to notify her that due to lack of space, the Learning Center will be given until June 1986 to find another location. After June the library can no longer justify allowing the Center to use the meeting room in accordance will the library's policy that does not permit any organization to reserve the meeting room space on a permanent basis.

DEMOTTE BUSINESS: Mrs. Casey noted that the DeMotte Library co-sponsored a program on Halley's comet Saturday evening. Approximately 300 people attended the program which was held in the cafeteria of the DeMotte Elementary School. There was a discussion of holding a similar program at Rensselaer.

Mrs. Salyers reported that Lynn Daugherty and Jackie Corning were in the process of obtaining bids for the remodeling project at DeMotte. Bids will be presented at the next meeting.

NEXT MEETING: The next meeting of the Board will be held at the DeMotte Library on February 10, 1986 at 7:00 pm.

On a motion by Miriam Lawyer, seconded by Barbara Leestma, the meeting adjourned at 8:30 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month January 1986

		Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
1	Salary - Librarian	23,000.00	1,916.68	1,916.68	21,083.32	1
2	Salary - Assistants	156,054.00	12,056.72	12,056.72	143,997.28	2
3	Salary - Janitors	7,515.00	407.95	407.95	7,107.05	3
4	Employee's Benefits	18,500.00	1,028.72	1,028.72	17,471.28	4
5	Other Personal Services	1,000.00			1,000.00	5
6	Office Supplies	4,500.00	599.71	599.71	3,900.29	6
7	Operating Supplies	3,950.00	270.69	270.69	3,679.31	7
8	Repair & Maintenance Supplies	700.00	8.09	8.09	691.91	8
9	Other Supplies	6,000.00	119.05	119.05	5,880.95	9
10	Professional Services & Charges	1,501.00	40.00	40.00	1,461.00	10
11	Communication & Transportation	13,850.00	888.94	888.94	12,961.06	11
12	Printing & Advertising	600.00			600.00	12
13	Insurance & Bonds	3,350.00	415.80	415.80	2,934.20	13
14	Utility Services	17,600.00	1,033.21	1,033.81	16,566.79	14
15	Repairs & Maintenance -Bldg's	13,000.00	243.81	243.81	12,756.19	15
16	Rentals - Real Est. & Equip.	1,001.00			1,001.00	16
17	Dues, Interest, Taxes & Assess.	1,001.00	30.00	30.00	971.00	17
18	Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
19	Maintenance Contracts	4,200.00	294.00	294.00	3,906.00	19
20	Capital Outlays-Land & Bldg.	2.00			2.00	20
21	Furniture & Equipment	10,000.00	476.54	476.54	9,523.46	21
22	Books	62,000.00	3,563.07	3,563.07	58,436.93	22
23	Periodicals & Newspapers	7,000.00	1,418.75	1,418.75	5,581.25	23
24	Nonprint Materials-Micro,Audio	8,500.00	360.36	360.36	8,139.64	24
25		379,824.00	25,172.09	25,172.09	354,651.91	25
26	Emcumbered Bills	3,574.56				26
27	Emcumbered Bills	335.00				27
28		383,733.56				28
29						29
30						30
31	Beginning Balance	543.768.72				31
32	Plus Deposits	16,277.98				32
33	Minus Checks	39,834.90				33
34						34
35	Ending Balance	520,211.80				35
36						36
37						37
38						38
39						39
40						40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
	Balance of All Funds = Month	January	1986	
1	Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978			1
2				2
3	Operating Fund Balance	91,817.28		3
4	Rensselaer Gift Fund Balance	632.86		4
5	DeMotte Gift Fund Balance	510.83		5
6	Wheatfield Gift Fund Balance	1,201.80		6
7	Bond Account Balance	1,594.93		7
8	LIRF Account Balance	640.91		8
9	Reserve for Insurance Collected	520.67		9
10				10
11				11
12				12
13	Total of All Accounts - in Northwest National Bank			13
14	Checking - Super Now Account		96,919.28	14*
15				15
16				16
17	Construction Fund Checking Account @ Northwest National Bank			17
18	No.#21-1702-6		2,911.65	18*
19				19
20	Investments - Northwest National Bank of Rensselaer, Indiana			20
21				21
22	Construction Fund Hi-Fi Account #70-0347-8	387,723.05		22
23	Bond Investment HiFi Account #70-0195-1			23
24	Operating Hi Fi Account #70-193-6	7,657.53		24
25	Hi Fi Account			25
26	Operating Certificate of Deposit	25,000.00		26
27	LIRF Investment			27
28	Bond Certificate of Deposit			28
29	Bond Investment			29
30				30
31				31
32				32
33	Total Investments		420,380.58	33*
34				34
35	Total of All Funds Ending January 1986 month		520,211.51	35
36				36
37				37
38				38
39				39
40				40

OPERATING FUND

BILLS TO BE ALLOWED.....FEBRUARY 10, 1986

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 578.41
NIPSCO	(3.51)	DeMotte	451.41
NIPSCO	(3.51)	Wheatfield	180.16
Northwestern Ind. Tele. Co.	(3.21)	DeMotte	76.46
United Telephone Co.	(3.21)	Rensselaer	239.93
United Telephone Co.	(3.21)	Wheatfield	35.23
		TOTAL [A]	$1,561.60

Other Claims:

Chuck Arnold	(3.61)	Building Repairs-D	$ 200.00
ATG Company	(4.51)	Books	11.41
Baker & Taylor	(4.51)	Books-$3,604.10 GIFT FUND-D-$33.29	3,637.39
Margaret Becker	(3.23)	Mileage	111.60
The Bookmen Inc.	(4.51)	Books	17.15
Brodart Co.	(2.41)	Sysdac Tape-$74.33	824.33
	(4.40)	Sysdac Machine-$750.00	
Alan Brunk	(3.96)	Snow Removal	20.00
Caedmon	(4.53)	Cassettes	26.12
Center of Lake Area Information	(4.51)	Books	20.00
Consolidated Insurance Agency	(3.41)	Bonds-Daugherty	50.00
Jacquelyn Corning	(3.23)	Mileage	10.00
Credit Bureau Services	(4.52)	Magazines	12.00
Lynn Daugherty	(3.23)	Mileage	64.80
Dealers Costs Corp.	(4.51)	Books	22.00
Demco	(2.41)	Library Supplies	101.45
DeMotte IGA Supermarket	(2.21)	Janitorial Sup.-$3.16	7.16
	(4.52)	Newspapers-$4.00	
DeMotte Office Supply	(2.13)	Office Supplies	2.90
DeMotte Video Barn	(4.40)	VCR Cover	~~8.39~~ 7.99
Direct Safety Company	(4.40)	First Aid Kits-D,R,W	86.99
East-West Learning Corp.	(4.51)	Books	162.92
Facts on File, Inc.	(4.51)	Books	24.30
Fase's	(4.40)	Vacuum-R	179.95
Barbara J. Fernandez	(3.96)	Snow Removal	15.00
Frank B. Hall & Co., Inc.	(1.23)	Group Insurance	135.00
Gaylord	(4.51)	Processing Sup.-$45.82	350.92
	(4.53)	Processing Sup.-$73.50	
	(4.40)	Equipment-$231.60	
Grube Construction	(3.61)	Septic Tank-W	65.00
Heritage Office Products	(3.95)	Service Contract-R-Copier-$720.00	3,316.00
	(4.40)	Copier-R-$2,596.00	
The Highsmith Co., Inc.	(4.51)	Processing Supplies	119.86
Indiana Department of Fire Prevention & Building Safety	(4.51)	Books	137.15
Indiana Statewide Assn. of RECs Inc.	(4.51)	Books	11.25

Indiana University	(3.97)	Transcript	$ 5.00
Ingram	(4.53)	VHS	382.15
Lafayette Glass Co., Inc.	(3.61)	Panic Bar-R	335.00
Mary Leuca	(4.40)	Book Cases-D	200.00
Libraries Unlimited	(4.51)	Books	19.92
Mary K. Martin	(3.23)	Mileage	21.20
Monroe	(2.42)	Toner for Copier	61.22
Northwest National Bank	(3.72)	Safe Deposit Box Rental	9.00
Ooms Bros. Disposal Service	(3.95)	Trash Pick-Up-D	9.00
Postmaster General	(3.22)	Postage	50.00
Quill Corporation	(4.40)	Furn. & Equip.-$201.51	371.66
	(2.13)	Office Sup.-$170.15	
Regent Book Company	(4.51)	Books	7.03
Rensselaer Readmore	(4.52)	Newspapers	78.30
Catherine A. Salyers	(3.23)	Mileage	39.60
~~Scholastic Book Services~~	~~(4.52)~~	~~Magazines-D & W~~	~~5.00~~
Schultz Bros. Co.	(4.40)	Equipment	7.82
Silver Burdett Co.	(4.51)	Books	57.94
Tiny's Supermarket	(2.21)	Janitorial Supplies-D	75.14
Tom's Supermarket	(2.21)	Janitorial Supplies-R	21.89
Video Movie Center	(4.40)	Equipment-R	725.00
Video Swap Mart	(4.53)	VHS	395.43
Walgreens	(2.13)	Office Supplies	7.99
		TOTAL [B]	$12,636.93
		TOTAL [A] + [B]	$14,192.93

CONSTRUCTION FUND

BILLS TO BE ALLOWED.....FEBRUARY 10, 1986

Fase's -- Hoover Vacuum	$ 179.95
Hamstra Builders, Inc.	25,606.80
Heritage Office Products -- MITA Copier	2,876.00
Northwest National Bank	2,845.20
TOTAL	$31,507.95

File: Construction

	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$25,606.80	$91,762.20	
Retainage		2,845.20	10,195.80	$262,951.00
LOM	34,500.00	0.00	24,937.50	
Rotz		0.00	8,046.20	$1,516.30
Additional	1,422.88	0.00	0.00	$1,422.88
Misc.	10,000.00	0.00	4,086.32	$5,913.68
Attorney	10,000.00	0.00	10,000.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
[illegible]s. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	3,055.95	$3,055.95	$73,394.05
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,866.55	31,507.95	163,668.64	$355,197.91

BOND	$500,000.00
INTEREST	$16,391.57
CHECKS	$124,683.22
BALANCE LAST MONTH	$391,708.35
INTEREST	$2,307.35
CHECKS	$3,503.35
BALANCE	$390,512.35

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

January 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 59 req. for D & W 27	DeM. filled 10 req. for W & R 24	1
b. Received	19	6	0
c. Outstanding	8	18	1
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	1 NR R 22 CO 15	24	10
b. Total Registered	8,133		
3. REFERENCE QUESTIONS			
a. Telephone	224	100	215
b. In Person	144	112	104
4. LOCAL HISTORY-GENEALOGY			
a. In person	3		
b. Microfilms Used	3		
c. Research by Mail	2		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING *January 31,* 19*86*

	19*85*	19*86*	
Monthly Circulation	*11,876*	*15,627*	
Daily Average	*475*	*601*	
January to Date Total Circulation	*11,876*	*15,627*	*+31.5%*

Rensselaer	*240* /day
DeMotte	*196* /day
Wheatfield	*194* /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction				*1,183*	*30*		*40*	*832*				*630*
Non-Fiction				*1,149*	*11*			*974*				*326*
Paperbacks				*795*				*441*				*1,805*
CHILDREN'S BOOKS: Fiction				*1,454*	*3*		*5*	*1,447*				*594*
Non-Fiction				*515*	*1*			*337*				*214*
FILMSTRIPS				*1*								
MAGAZINES: Adult				*427*				*446*				*203*
Children				*26*								
MAPS, PICTURES, PHOTOS, PRINTS				*14*				*9*				*62*
MICROFILM												
PAMPHLETS	*49*		*57*	*59*				*47*				*15*
SOUND RECORDINGS				*280*			*19*	*173*				*46*
CED's				*28*				*11*				*1*
VHS's				*342*				*358*				*369*
TOTAL	*49*		*57*	*6,247*	*45*		*64*	*5,115*				*4,265*
Percent of Increase (+) or Decrease (-)				*+22.8*				*+32*				*+46*

MARCH

AGENDA .....March 10, 1986

1. Hearing on Additional Appropriation for Construction Fund interest monies

AGENDA.....MARCH 10, 1986

1. Minutes

2. Bills/Financial Report

3. Director's Report

   3.1 Circulation

   3.2 Insurance

   3.3 Five-Year Plan

4. DeMotte Business

   4.1 Remodeling

   4.2 Furnace

5. Wheatfield Business

   5.1 Building

6. Rensselaer Business

   6.1 Children's Librarian

7. Executive Session

   7.1 Personnel evaluation

Minutes . . . . . February 10, 1986

The regular monthly meeting of the Jasper County Public Library Board was held at 7:00 pm at the DeMotte Branch Library. Those present were Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Barbara Leestma, Frank Wright, trustees, Cathy Salyers, Director, Lynn Daugherty, Coordinator of the Branches, Evelyn and Don Roorda, Mr. & Mrs. Dom, Eunice Harsin, and Jackie Corning, Demotte Branch Manager.

Minutes: On a motion by Bob Souza, seconded by Will Doty, the minutes of the January 13, 1986 meeting were unanimously approved.

Bills/Financial Reports: On a motion by Frank Wright, seconded by Bob Souza, the board unanimously approved the bills to be allowed and the financial statements for the operating and construction funds.

Director's Report: Mrs. Salyers reported that the January circulation increased 31.5% over January 1985. She further stated that the annual report had been submitted to the Indiana State Library. She presented Draft 2 of the Five-Year plan for perusal by the board. She noted that the plan would be discussed at the next meeting.

Mrs. Salyers reported that H.B. 1215 has been sent to the Indiana State Senate. Currently the bill states that bond issues by libraries and a few other appointed bodies would need to be submitted to the County Council for approval. The bill was amended in the Indiana House of Representatives to exclude operating budgets of these designated appointed bodies. Lobbying agents for the Indiana State Library Association believe that if the bill passes the Senate that operating budgets will be reinstated as part of the bill and thus strip library boards of most of their powers. Mrs. Salyers urged Board members and library patrons to contact Senator Jontz to request that he vote against the bill. She further requested that the members of the Senate committee in which is bill is now being considered be contacted. She also noted that Board members may be requested to go to Indianapolis to lobby against the bill.

DeMotte Business: Lynn Daugherty explained the proposed remodeling project for the DeMotte Library. Following a discussion of the project, bids on the were opened. DeMotte Carpet bid $1752.55 on carpet for the basement and carpet & padding for the office. Gene's Carpet bid $1862.00 for the same area. On a motion by Will Doty, seconded by Frank Wright, the Board unanimously voted to accept DeMotte Carpets bid specifying that the office carpet would be padded but not the basement carpet.

Bids for the remainder of the remodeling were then opened. Hollandale Builders bid $9,875.19 for the total project, VanKeppel bid $10,169.00 for the total project, and A&A Builders bid $10,675 for the total project. It was noted that the Friends of the Library were donating $5,000 toward completion of the project. After a lengthy discussion, the Board voted to have the remodeling project include all items listed in the original specifications and to use LIRF appropriation for costs incurred over $9500. This was on a motion by Will Doty, seconded by Barbara Leestma.

On a motion by Will Doty, seconded by Frank Wright, the board voted unanimously to request that all bidders be required to complete the project by March 1 and be requested to submit a statement that the project can be completed by the required date in order for their bid to be considered.

Bids were then opened for replacement of the furnaces. After a lengthy discussion and on a motion by Frank Wright, seconded by Barbara Leestma the Board voted unanimously to table discussion until the next meeting. Mrs. Salyers was instructed to obtain more information concerning the heating needs of the DeMotte building.

Wheatfield Business: Mrs. Salyers reported that the building project at Wheatfield was progressing. She stated that Mr. Kellogg expects the building to be completed by May 1, 1986. After a brief discussion of the equipment for the building and on a motion by Frank Wright, seconded by Will Doty, the board voted unanimously to permit Mrs. Salyers and Mrs. Daugherty to select and purchase equipment specified on the equipment list.

Rensselaer Business: Mrs. Salyers reported the replacement VCR was delivered to the Rensselaer Library. She also noted that the Rensselaer Friends of the Library were launching a membership drive and currently had over $1000 in their treasury.

Frank Wright expressed concern for the safety of the Rensselaer Library staff in regards to closing the library at night. The Board directed Mrs. Salyers to contact Dennis Anslover to discuss the possibility of having a policeman survey the building before closing at night.

Adjournment: On a motion by Frank Wright, seconded by Bob Souza, the meeting adjourned at 9:05 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month February 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation
Salary - Librarian	23,000.00	1,916.68	3,833.36	19,166.64
Salary - Assistants	156,054.00	11,968.61	24,025.33	132,028.67
Salary - Janitors	7,515.00	490.50	898.45	6,616.55
Employee's Benefits	18,500.00	1,027.90	2,056.62	16,443.38
Other Personal Services	1,000.00			1,000.00
Office Supplies	4,500.00	181.04	780.75	3,719.25
Operating Supplies	3,950.00	219.51	490.20	3,459.80
Repair & Maintenance Supplies	700.00		8.09	691.91
Other Supplies	6,000.00	237.00	356.05	5,643.95
Professional Services & Charges	1,501.00		40.00	1,461.00
Communication & Transportation	13,850.00	728.82	1,617.76	12,232.24
Printing & Advertising	600.00			600.00
Insurance & Bonds	3,350.00	185.00	600.80	2,749.20
Utility Services	17,600.00	1,209.98	2,243.19	15,356.81
Repairs & Maintenance -Bldg's	13,000.00	265.00	508.81	12,491.19
Rentals - Real Est. & Equip.	1,001.00			1,001.00
Dues, Interest, Taxes & Assess.	1,001.00		30.00	971.00
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00
Maintenance Contracts	4,200.00	778.00	1,072.00	3,128.00
Capital Outlays-Land & Bldg.	2.00			2.00
Furniture & Equipment	10,000.00	5,369.01	5,845.55	4,154.45
Books	62,000.00	4,095.17	7,658.24	54,341.76
Periodicals & Newspapers	7,000.00	214.16	1,632.91	5,367.08
Nonprint Materials-Micro,Audio	8,500.00	421.55	781.91	7,718.09
	379,824.00	29,307.93	54,480.02	325,343.97
Emcumbered Bills	3,574.56			3,574.56
Emcumbered Bills	335.00	335.00		.00
	383,733.56	29,642.93	54,815.02	328,918.54
Beginning Balance	520,211.80			
Plus Deposits	35,392.53			
Minus Checks	92,677.12			
Ending Balance	462,927.21			

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		February	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				
Operating Fund Balance		63,835.23		
Rensselaer Gift Fund Balance		632.86		
DeMotte Gift Fund Balance		725.25		
Wheatfield Gift Fund Balance		1,201.80		
Bond Account Balance		1,594.93		
LIRF Account Balance		640.91		
Reserve for Insurance Collected		520.67		
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			69,151.65	*
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			2,961.39	*
Investments - Northwest National Bank of Rensselaer, Indiana				
Construction Fund Hi-Fi Account #70-0347-8		35,8,116.89		
Bond Investment HiFi Account #70-0195-1				
Operating Hi Fi Account #70-193-6		7,697.28		
Hi Fi Account				
Operating Certificate of Deposit		25,000.00		
LIRF Investment				
Bond Certificate of Deposit				
Bond Investment				
Total Investments			390,814.71	*
Total of All Funds Ending February month 1986			462,927.21	

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$57,582.00	$149,344.00	
Retainage		6,397.00	16,492.80	$199,072.20
LOM	34,500.00	0.00	24,937.50	
Rotz		0.00	8,046.20	$1,516.30
Additional	1,422.88	0.00	0.00	$1,422.88
Misc.	10,000.00	0.00	4,086.32	$5,913.68
Attorney	10,000.00	0.00	10,000.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	750.00	$3,805.95	$72,644.05
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,866.55	64,729.00	228,297.44	$290,569.11

BOND	$500,000.00
INTEREST	$18,689.92
CHECKS	$128,186.57
BALANCE LAST MONTH	$390,503.35
INTEREST	$1,951.53
CHECKS	$64,729.00
BALANCE	$327,725.88

Year to date Kellogg

3/10/86

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

February 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 80 req. for D & W 34	DeM. filled 17 req. for R & W 26	1
b. Received	21	11	1
c. Outstanding	13	15	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 36 C 26	59	34
b. Total Registered	8,195		
3. REFERENCE QUESTIONS			
a. Telephone	93	84	55
b. In Person	182	133	88
4. LOCAL HISTORY-GENEALOGY			
a. In person	10		
b. Microfilms Used	2		
c. Research by Mail	1		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING February 28, 1986

	1985	1986	
Monthly Circulation	11,667	15,103	
Daily Average	526	657	
January to Date Total Circulation	23,543	30,730	+30.5%

Rensselaer	281 /day
DeMotte	199 /day
Wheatfield	204 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	54			1,220	63		31	746	25			515
Non-Fiction	83			1,108	51		11	779	11			308
Paperbacks	19			807	4			462				1,573
CHILDREN'S BOOKS:												
Fiction	119			1,450	101		7	1,347	2			654
Non-Fiction	41			494	51		1	347				263
FILMSTRIPS				3								
MAGAZINES:												
Adult				448				340				208
Children				53								
MAPS, PICTURES, PHOTOS, PRINTS				32				7				42
MICROFILM												
PAMPHLETS	22		21	111				78				107
SOUND RECORDINGS	2			345	16			124	12			82
CED's				35								7
VHS's	1			347	3			338	12			323
TOTAL	341		21	6,453	285		50	4,568	62			4,082
Percent of Increase (+) or Decrease (-)				+20				+16.5				+72

OPERATING FUND

BILLS TO BE ALLOWED.....MARCH 10, 1986

Utilities:

City of Rensselaer	(3.51)	Rensselaer	$ 538.06
NIPSCO	(3.51)	DeMotte	461.18
NIPSCO	(3.51)	Wheatfield	193.78
Northwestern Ind. Tele. Co.	(3.21)	DeMotte	80.95
United Telephone Co.	(3.21)	Rensselaer	250.63
United Telephone Co.	(3.21)	Wheatfield	50.10
		TOTAL [A]	$1,574.70

Other Claims:

Ace Hardware	(2.21)	Janitorial Sup.-D	$ 10.95
Baker & Taylor	(4.51)	Books	200.73
Baker & Taylor	(4.51)	Books	1,328.55
Becker, Margaret	(3.23)	Mileage	99.20
Bound to Stay Bound Books, Inc.	(4.51)	Books	343.86
Brodart	(2.41)	Sysdac Tape	74.33
Capital Publishing Company	(4.51)	Books	13.95
Central States Sales Corp.	(2.42)	Projector Lamps-R	10.26
Childrens Press	(4.51)	Books	413.79
Commerce Clearing House, Inc.	(4.51)	Books	16.44
Congressional Quarterly Inc.	(4.52)	Magazine-R	373.00
Consolidated Insurance Agency	(3.42)	Boiler & Machinery-R	184.00
Davidson Titles, Inc.	(4.51)	Books	3,683.65
Demco	(4.51)	Processing Sup.-$281.95	383.75
	(2.13)	Mailing Bags-$34.95	
	(2.41)	Library Sup.-$66.85	
DeMotte IGA Supermarket	(4.52)	Newspapers-D	8.00
Educational Record Center	(4.53)	Recordings	153.56
Fagen, Charlotte	(3.23)	Mileage	8.80
Fases	GIFT FUND-DeMotte		209.00
Fases	GIFT FUND-Rensselaer		139.00
Fernandz, Barb	(3.96)	Snow Removal	65.00
Gale Research Company	(4.51)	Books	60.25
Grolier Educational Corp.	(4.51)	Books (Encumbered from 1985)	208.45
The H. W. Wilson Company	(4.51)	Books	124.00
Harveys	(2.42)	Batteries	1.88
Heritage Office Products	(2.13)	Office Supplies	61.40
The Highsmith Co., Inc.	(4.53)	Processing Sup.-$26.64	315.43
	(4.40)	Furniture-D-$288.79	
Hollandale Builders, Inc.	GIFT FUND-DeMotte-		
	(3.61)	DeMotte Remodeling-	
Hubers, Bernice	(3.61)	Painting-D	
Indiana Department of Fire Prevention & Building Safety	(4.51)	Books	137.50
Ingram	(4.53)	VHS	785.10
Jasper County Farm Bureau Co-op	(3.61)	Building Materials-R	20.20
Kankakee Valley Post-News	(3.31)	Publication of Notice	10.13
Kooy, Diana	(3.23)	Mileage	8.80

BILLS TO BE ALLOWED (continued).....MARCH 10, 1986

Library Book Selection Service	(4.51)	Books	$ 192.02
Listen for Pleasure Limited	(4.53)	Recording	14.95
Main Line Book Company	(4.51)	Books	918.46
Marsh, Michelle	(3.23)	Mileage	8.80
Marshall Cavendish	(4.51)	Books	812.06
Monroe	(2.42)	Copier Paper	80.48
National Geographic Society	(4.51)	Books	22.95
Ooms Bros. Disposal Service,Inc.	(3.95)	Trash Pick-Up-D	24.00
The Perfection Form Company	(4.51)	Books ($55.38 from 1985- lost check)	189.10
Postmaster General	(3.22)	Postage	158.00
Rand McNally & Company	(4.51)	Books	189.78
Rensselaer Republican	(3.31)	Publication of Notice-$10.13	41.13
	(4.52)	Subscription-D-$31.00	
Rucinski, Joan	GIFT FUND-R & W- Halley's Comet Prog.		50.00
Salyers, Catherine A.	(3.23)	Mileage	47.20
Salyers, Catherine A.	PETTY CASH - DeMotte		17.53
	(3.22)	Postage-$1.51	
	(2.13)	Office Sup.-$6.07	
	(4.53)	VHS-$9.95	
Salyers, Catherine A.	PETTY CASH - Rensselaer		20.29
	(3.22)	Postage	
Schultz Bros. Co.	(2.41)	Brushes for Processing	1.76
Silver Burdett Company	(4.51)	Books	66.74
Thompson Electronics	(3.62)	Repaired VHS	8.00
Thorndike Press	(4.51)	Books	180.95
Tom's Supermarket	(2.21)	Janitorial Sup.-R	11.29
University Book Service	(4.51)	Books	84.25
Upstart	(2.41)	Summer Reading Sup.	254.80
The Video Swap Mart Inc.	(4.53)	VHS	107.24
Walgreens	(2.21)	Janitorial Sup.-R	3.99
Zeck Heating	(3.61)	Repairs in Kitchen-D	78.00
		TOTAL [B]	$
		TOTAL [A] + [B]	$
DeMotte Carpet	(3.61)	Carpet-D	

CONSTRUCTION FUND

BILLS TO BE ALLOWED.....MARCH 10, 1986

Hamstra Builders, Inc.	$57,582.00
Heritage Office Products -- typewriter	750.00
Northwest National Bank	6,397.00
TOTAL	$64,729.00

APRIL

AGENDA .....April 14, 1986

1. Minutes

2. Bills/Financial report

3. Directors report

    3.1 Circulation
    3.2 Insurnace bids
    3.3 Five year plan
    3.5 Budget committee

4. Rensselaer business

    4.1 Gift magazine subscriptions
    4.2 Introduction of Julie Bray

5. DeMotte business

    5.1 Items for disposal
    5.2 Furnace

6. Wheatfield business

    6.1 Building progress
    6.2 NIPSCO contract
    6.3 Additional staff member

Minutes.....March 10, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on Monday, March 10, 1986 at 7:05 pm in the meeting room of the Rensselaer Public Library. Those present were Mary Linda Casey, president, Will Doty, secretary, Bob Souza, treasurer, Wanda Stewart, Frank Wright, Barbara Leestma, trustees, and Cathy Salyers, library director.

Minutes: On a motion by Bob Souza, seconded by Frank Wright, the minutes of the February 10, 1986 meeting were unanimously approved.

Bills/Financial Statement: On a montion by Bob Souza, seconded by Will Doty, the bills to be allowed were unanimously approved and the financial statements for the operating and constructions funds were accepted with a note that the construction fund statement be reconciled with the bank statement for next month's meeting.

Director's Report: On a motion by Will Doty, seconded by Wanda Stewart, the board passed a resolution to apply for the distribution of state funds to public libraries.

Mrs. Salyers reported that this year's circulation statistics had increased 30.5% over the same period in 1985. She further noted that all libraries' circulation had significant increases over last year. Mrs. Casey requested that Mrs. Salyers bring circulation statistics for the past five years to the next board meeting.

Mrs. Salyers reported that she had only received one bid on insurance for the library. After a brief discussion, the board decided to table further discussion and a decision on the matter until the April board meeting. Mrs. Salyers was directed to contact other libraries and other insurance agencies concerning insurance. On a motion by Frank Wright, seconded by Will Doty, the board voted unanimously to obtain information on getting liability insurance for the board members. Mrs. Salyers noted that the American Libraries Association did have a policy and that she would get the information for the next board meeting.

The board tabled discussion on the five-year plan until the next meeting.

DeMotte Business: Mrs. Salyers reported that the remodeling project had been completed at the DeMotte Library.

Mrs. Salyers told the board that she had consulted several contracters and other experts concerning the furnace problem at the DeMotte Library. After a lengthy discussion, the

board directed Mrs. Salyers to investigate having the furnace fixed, to call the company suggested by one of the consultants and noted that if the furnaces were replaced the duct work would be split so that one furnace would be for the upstairs and one for the downstairs. They further directed Mrs. Salyers to obtain a final bill from Mr. Bosgraff so that they could determine the financial status of the library in regards to repairs.

Wheatfield Business: Mrs. Salyers noted that the building was progressing and that Mr. Kellogg was projecting a mid-May completion date. Glass has been ordered and is expected to arrive in approximately 3 weeks. The roof has been shingled.

Rensselaer Business: Mrs. Salyers announced that Julie Bray from East Chicago has been hired as Children's Librarian at the Rensselaer Library. She will begin her duties on April 1.

The board directed Mrs. Salyers to investigate the possibility of getting a security light for the back of the building.

Mrs. Casey requested that Mrs. Salyers prepare a cost estimate for the extention of the Rensselaer Library's hours by opening the library at 9:00 am instead of 10:00 am.

On a motion by Bob Souza, seconded by Barbara Leestma, the board adjourned to executive session at 8:34 pm.

At 8:50 pm the board adjourned the executive session and stated that they only discussed the director's personnel evaluation.

By consensus the meeting adjourned at 8:50 pm.

Minutes.....March 10, 1986

The Jasper County Public Library Board held a hearing for an additional appropriation on interest monies earned by Wheatfield construction funds on March 10 at 7:00 pm in the meeting room of the Rensselaer Public Library. Those present were Mary Linda Casey, president, Will Doty, secretary, Bob Souza, treasurer, Frank Wright, Wanda Stewart, Barbara Leestma, trustees, and Cathy Salyers, library director.

Since no member of the public was present to present any objections, Will Doty moved and Wanda Stewart seconded a resolution to request an additional appropriation in the amount of $25,000 for furniture and equipment for the Wheatfield building project.

This hearing adjourned by consensus at 7:05 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month March 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation
Salary - Librarian	23,000.00	1,916.68	5,750.04	17,249.96
Salary - Assistants	156,054.00	11,735.08	35,760.41	120,293.59
Salary - Janitors	7,515.00	442.00	1,340.45	6,174.55
Employee's Benefits	18,500.00	1,007.75	3,064.37	15,435.63
Other Personal Services	1,000.00			1,000.00
Office Supplies	4,500.00	110.07	890.82	3,609.18
Operating Supplies	3,950.00	15.28	505.48	3,444.52
Repair & Maintenance Supplies	700.00		8.09	691.91
Other Supplies	6,000.00	501.31	857.36	5,142.64
Professional Services & Charges	1,501.00		40.00	1,461.00
Communication & Transportation	13,850.00	1,028.03	2,645.79	11,204.21
Printing & Advertising	600.00	20.26	20.26	579.74
Insurance & Bonds	3,350.00	184.00	784.80	2,565.20
Utility Services	17,600.00	1,193.02	3,436.21	14,163.79
Repairs & Maintenance -Bldg's	13,000.00	4,447.86	4,956.67	8,043.33
Rentals - Real Est. & Equip.	1,001.00			1,001.00
Dues, Interest, Taxes & Assess.	1,001.00		30.00	971.00
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00
Maintenance Contracts	4,200.00	89.00	1,161.00	3,039.00
Capital Outlays-Land & Bldg.	2.00			2.00
Furniture & Equipment	10,000.00	2,351.91	8,197.46	1,802.54
Books	62,000.00	9,260.96	16,919.20	45,080.80
Periodicals & Newspapers	7,000.00	412.00	2,044.91	4,955.09
Nonprint Materials-Micro,Audio	8,500.00	1,097.44	1,879.35	6,620.65
	379,824.00	35,812.65	90,292.67	289,531.33
Emcumbered Bills	3,574.56	208.45	208.45	3,366.11
Emcumbered Bills	335.00		335.00	.00
	383,733.56	36,021.10	90,836.12	292,897.44
Beginning Balance	462,927.21			
Plus Deposits	99,891.31			
Minus Checks	195,877.10			
Ending Balance	366,941.42			

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		March	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		56,087.86		3
Rensselaer Gift Fund Balance		493.86		4
DeMotte Gift Fund Balance		491.25		5
Wheatfield Gift Fund Balance		1,201.80		6
Bond Account Balance		1,594.93		7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		520.67		9
				10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			61,031.28	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			3,036.49	17 18*
				19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		295,133.71		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		7,739.94		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			302,873.65	33*
				34
Total of All Funds Ending March month 1986			366,941.42	35
				36
				37
				38
				39
				40

OPERATING FUND
BILLS TO BE ALLOWED APRIL 14, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	503.54
NIPSCO	3.51	DeMotte	323.42
NIPSCO	3.51	Wheatfield	215.91
Northwestern Ind. Tele. Co.	3.21	DeMotte	108.19
United Telephone Co.	3.21	Rensselaer	309.72
United Telephone Co.	3.21	Wheatfield	58.92
		TOTAL [A]	1519.70

Other Claims:

A. E. Boyce	2.11	Official Records	81.44
Ace Hardware	4.40	Equipment-D-$20.14	27.32
	2.21	Janitorial Sup.-D-$1.85	
	2.41	Library Sup.-D-$5.33	
American Library Asso.	4.51	Books-$42.29	128.83
	2.41	Library Sup.-R-$39.54	
	4.52	Magazine-D-$47.00	
Associated Libraries, Inc.	4.51	Books	2618.70
Baker & Taylor	4.51	Books	702.18
Baker & Taylor	4.51	Books	3356.75
Becker, Margaret	3.23	Mileage	99.20
Bosgraff Heating & Cooling	3.61	Repair Furnace-D	498.75
Brodart Co.	2.41	Sysdac Tape	74.33
CareerTrack, Inc.	3.24	Prof. Mtg.-Corning	90.00
Chabot Publishing Co.	4.51	Books	9.95
Congressional Quarterly Inc.	4.52	Magazine-R	265.00
Corning, Jacquelyn	3.23	Mileage	35.60
Daugherty, Lynn	3.23	Mileage-$104.40	120.23
	4.51	Books-$13.73	
	GIFT FUND-DeMotte-$2.10		
Daugherty, Martha	3.23	Mileage	69.20
Davidson Titles, Inc.	4.51	Books	2015.86
DEMCO	2.41	Library Sup.-$32.47	77.72
	4.51	Processing Sup.-$39.03	
	4.40	Equipment-R-$6.22	
DeMotte Carpet	2.21	Janitorial Sup.-D	11.70
DeMotte IGA Supermarket	4.52	Newspapers-D	6.00
DeMotte Office Supply	2.13	Office Sup.-D-$5.50	7.45
	4.40	Stamp Pad-D-$1.95	
Dugan's Office Supply	2.13	Office Supplies	64.33
Educational Record Center	4.53	Filmstrips	187.93
Frank B. Hall & Co.	1.23	Group Insurance	272.50
Gaylord	4.53	Processing Sup.	211.00
Get Ready Sheet	4.52	Magazine-D	19.00
Great Western Supply	2.13	Office Supplies	123.40
The H. W. Wilson Company	4.51	Books	80.00
Heritage Office Products	2.13	Office Sup.-R-$12.50	279.75
	4.40	Equipment-R-$267.25	

Highsmith	2.13	Office Sup.-$5.46	109.16
	4.40	Pamphlet Files-R-$30.70	
	2.41	Summer Reading-$21.80	
	4.53	Processing Sup.-$51.20	
Hooks	2.21	Janitorial Sup.-R	5.94
Indiana Chamber of Commerce	4.51	Books	12.00
Ingram	4.53	VHS	251.70
KankaKee Valley Post-News	3.31	Advertising	33.00
Libraries Unlimited	4.51	Books	25.84
Live Oak Media	4.53	Filmstrip	24.91
Main Line Book Company	4.51	Books	663.08
Martin, Mary K.	3.23	Mileage	8.80
National Geographic Society	4.51	Books	9.95
Nolo Press	4.51	Books	76.31
Ooms Bros. Disposal Service	3.95	Trash Pick-Up-D	10.00
The Perfection Form Co.	4.51	Books	82.02
Post-Tribune	3.31	Advertising	15.00
Postmaster General	3.22	Postage	86.00
Premiere Video	4.53	VHS	52.40
Quill Corporation	4.40	Equipment-D-$55.58	83.53
	4.40	Equipment-R-$3.65	
	2.13	Office Sup.-$24.30	
Rainbow Books	4.51	Books	609.87
Rayburn Heating & Cooling	4.40	Furance-D-$1353.00	1428.00
	3.95	Service Cont.-D-$75.00	
Rose Records	4.53	Recordings	53.90
Salyers, Catherine A.	3.23	Mileage-$45.60	94.68
	3.24	Conferences-$49.08	
Schulenberg, Sharon	3.23	Mileage	8.80
Schultz Bros. Co.	2.41	Library Sup.-R	4.55
Silver Burdett Company	4.51	Books	115.15
Stanley Steemer	3.61	Clean Sofa-R	138.50
Tachtiris, Jill	3.24	AIME Meeting	56.19
Thorndike Press	4.51	Books	43.35
Tom's Supermarket	2.21	Janitorial Sup.-R	31.55
Tysen's Country Grocery	2.21	Janitorial Sup.-D	1.31
Van Stricklin	3.61	Repair Cassette Rec.-R	26.00
Victor Hotho & Co.	4.53	Cassettes	81.57
The Video Swap Shop	4.53	VHS	239.79
Walgreens	2.41	Library Sup.-W	34.78
		TOTAL [B]	16051.75
		TOTAL [A] + [B]	17571.45

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

March 19 86

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 56 req. for D & W 28	DeM filled 21 req. for R & W 17	1
b. Received	17	12	1
c. Outstanding	11	5	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 18 C 26	34	27
b. Total Registered			
3. REFERENCE QUESTIONS	8,302		
a. Telephone	98	111	79
b. In Person	176	225	79
4. LOCAL HISTORY-GENEALOGY			
a. In person			
b. Microfilms Used			
c. Research by Mail			
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING March 31, 1986

	1985	1986	
Monthly Circulation	14,843	15,113	
Daily Average	571	581	
January to Date Total Circulation	38,386	45,843	+19.4

Rensselaer	244 /day
DeMotte	206 /day
Wheatfield	163 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	108		170	1,170	72		1	788	47			564
Non-Fiction	229		360	1,268	72		10	928	7			315
Paperbacks	27		5	432	7			538	1			1,099
CHILDREN'S BOOKS:												
Fiction	1 pb 171		1	1,601	102		1	1,474				616
Non-Fiction	184			453	102		3	363	2			193
FILMSTRIPS	-			2								
MAGAZINES:												
Adult				446				566				171
Children				50								
MAPS, PICTURES, PHOTOS, PRINTS				43				10				59
MICROFILM												
PAMPHLETS	44		41	173				146				10
SOUND RECORDINGS	16		15	298	7			122	6			39
CED's				9								
VHS's	5			398	11			420				349
TOTAL	785		592	6,343	373			5,355	63			3,415
Percent of Increase (+) or Decrease (-)				-7.5				+7.4				+13.3

CONSTRUCTION FUND

BILLS TO BE ALLOWED.....APRIL 14, 1986

Hamstra Builders Inc.	$72,585.90
Hamstra Builders, Inc.	60.00
Jasper County Public Library Operating Fund	5,075.05
Northwest National Bank	8,065.10
TOTAL	$85,786.05

Jack Kellogg, Construction Manager

October 24, 1985	$700
November 2, 1985	$350
November 9, 1985	$250
December 7, 1985	$250
January 11, 1986	$350
January 25, 1986	$700
February 4, 1986	$450
February 17, 1986	$650
February 28, 1986	$700
March 11, 1986	$450
March 21, 1986	$700
April 1, 1986	$450
TOTAL	$6,000

MAY

AGENDA .....May 12, 1986

1. Minutes

2. Bills/Financial Statement

3. Director's Report
   - 3.1 Insurance-Dick Phegley
   - 3.2 Circulation
   - 3.3 Staff Policy Revisions
   - 3.4 Public Records Policy
   - 3.5 VHS Policy

4. Wheatfield Business
   - 4.1 New employees
   - 4.2 Building update

5. Rensselaer Business
   - 5.1 Adult Learning Center

6. DeMotte Business
   - 6.1 Meet your candidates

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved by		

Month April 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1,916.68	7,666.72	15,333.28	1
Salary - Assistants	156,054.00	12,971.62	48,732.03	107,321.97	2
Salary - Janitors	7,515.00	473.88	1,814.33	5,700.67	3
Employee's Benefits	18,500.00	1,499.50	4,563.87	13,936.13	4
Other Personal Services	1,000.00			1,000.00	5
Office Supplies	4,500.00	316.93	1,207.75	3,292.25	6
Operating Supplies	3,950.00	116.14	621.62	3,328.38	7
Repair & Maintenance Supplies	700.00		8.09	691.91	8
Other Supplies	6,000.00	149.01	1,000.37	4,999.63	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	2,185.20	4,830.99	9,019.01	11
Printing & Advertising	600.00	48.00	68.26	531.74	12
Insurance & Bonds	3,350.00	5,113.70	5,898.50	(+2,548.50)	13
Utility Services	17,600.00	1,042.87	4,479.08	13,120.92	14
Repairs & Maintenance -Bldg's	13,000.00	663.25	5,619.92	7,380.08	15
Rentals - Real Est. & Equip.	1,001.00			1,001.00	16
Dues, Interest, Taxes & Assess.	1,001.00		30.00	971.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	85.00	1,246.00	2,954.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	1,738.49	9,935.95	64.05	21
Books	62,000.00	10,767.76	27,686.96	34,313.04	22
Periodicals & Newspapers	7,000.00	388.20	2,433.11	4,566.89	23
Nonprint Materials-Micro,Audio	8,500.00	799.10	2,678.45	5,821.55	24
	379,824.00	40,275.33	130,562.00	249,262.00	25
Emcumbered Bills	3,574.56		208.45	3,366.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56		131,105.45	252,628.11	28
					29
					30
Beginning Balance	366,941.42				31
Plus Deposits	93,973.71				32
Minus Checks	211,947.48				33
					34
Ending Balance	248,967.65				35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		April	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		22,477.86		3
Rensselaer Gift Fund Balance		493.86		4
DeMotte Gift Fund Balance		539.15		5
Wheatfield Gift Fund Balance		1,201.80		6
Bond Account Balance		1,594.93		7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		520.67		9
				10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			27,469.18	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			3,248.67	17 18*
				19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		210,471.28		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		7,778.52		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			218,249.80	33*
				34
Total of All Funds Ending April month 1986			248,967.65	35
				36
				37
				38
				39
				40

MINUTES.....April 14,1986

The regular monthly meeting of the Jasper County Public Library Board was held at 7:00 pm on April 14, 1986 at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, Barbara Leestma, trustees, and Cathy Salyers, library director.

Julie Bray, new children's librarian, was introduced to the board.

Minutes: On a motion by Will Doty, seconded by Wanda Stewart, the minutes of the March 10 meeting were unanimously approved.

Bills/Financial Reports: On a motion by Miriam Lawyer, seconded by Bob Souza, the bills were amended to include a $60 payment for the library's half of a Wheatfield septic system cleaning and unanimously approved, and the operating and construction funds' financial statements were accepted.

Director's Report: Mrs. Salyers presented the circulation statistical report noting that the total circulation had increased 19.4% over March 1985.

Insurance bids were as follows: Consolidated Insurnace, $7,182, Century Insurance Agency, $5775, MBAH, $5694, and Farm Bureau, $5113.70. Following a lengthy disucssion, Will Doty moved and Bob Souza seconded that the library accept the bid of Farm Bureau Insurance Company. The motion carried unanimously. The Board directed Mrs. Salyers to have the representative of Farm Bureau attend the next meeting to further discuss the insurance package.

The five year plan was presented. Following a discussion of the plan, Mrs. Salyers requested that she be permitted to present the plan to a citizens committe with representatives from each library area. The Board directed Mrs. Salyers to proceed with the presentation of the five year plan to a citizens committee. The President noted that the board could make changes in it at any time, so further action was tabled.

President Mary Linda Casey appointed Will Doty and Barbara Leestma to the 1987 Budget Committee.

Rensselaer Business: Mrs. Salyers told the Board that Gene Suhr, a representative of the Edward D. Jones Co., has donated 10 two-year magazine subscriptions to the Rensselaer Library.

DeMotte Business: Mrs. Salyers presented a list of items no longer of use to the library. After perusal of the list, the Board directed Mrs. Salyers to have the oak shelves moved from the DeMotte Library to the Rensselaer Library and to keep the wooded swivel chair. All other items on the list are to be sold during the Arts and Crafts fair in August.

Mrs. Salyers noted that the new furnace has been installed in the DeMotte Library. The board by consensus approved the purchase of an extended warranty for the furnace for $75.

Wheatfield Business: Mrs. Salyers reported on the progress of the new building. LOM is projecting a May 15 completion date. She also reported that a bid had been submitted by the Rentech Corp. for the installation of energy saving devices on the Wheatfield furnaces, but noted that Rotz Engineering had reported that the devices were not approved for installation on the type of furnace used in the Wheatfield building. By consensus the board decided not to accept the bid.

Mrs. Salyers reported that a contract had been signed with NIPSCO for the installation of the transformer at Wheatfield. The library will be required to pay a minimum of $327 per month until NIPSCO recoups its investment of approximately $9200.

Mrs. Salyers stated that Mrs. Daugherty, Mrs. Ricker and she decided to hire a staff member for the new library instead of increasing another staff members hours who currently works at the DeMotte Library. The new staff member will work 20 hours per week and be responsible for circulation desk work and reference.

Adjournment: On a motion by Bob Souza, seconded by Barbara Leestam, the meeting adjourned at 9:13 pm.

OPERATING FUND

BILLS TO BE ALLOWED — MAY 12, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	385.39
NIPSCO	3.51	DeMotte	285.65
NIPSCO	3.51	Wheatfield	467.02
Northwestern Ind. Tele. Co.	3.21	DeMotte	66.01
United Telephone Co.	3.21	Rensselaer	237.16
United Telephone Co.	3.21	Wheatfield	48.67
		TOTAL [A]	1,489.90

Other Claims:

A. E. Boyce	2.11	Official Records	223.27
Ace Hardware	4.40	Equipment-D	17.81
B. Dalton Bookseller	4.51	Books	62.87
Baker & Taylor	4.51	Books	255.89
Baker & Taylor	4.51	Books	2,782.71
Margaret Becker	3.23	Mileage	111.60
Julie Bray	3.23	Mileage	17.60
Brodart Co.	2.41	Sysdac Tape	74.33
Childrens Press	4.51	Books	52.31
Jacquelyn Corning	3.23	Mileage	54.80
Crown Point Community Library	3.24	NILBA Meeting	122.50
Terry Curin	GIFT	FUND-Rensselaer	25.00
Demco	2.41	Library Sup.-$49.45	335.73
	4.51	Processing Sup.-$28.27	
	4.40	Card Catalog-CR-$258.01	
DeMotte IGA Supermarket	4.52	Magazines-D	8.50
DeMotte Office Supply	2.42	Copier Paper-$7.75	17.70
	2.13	Office Sup.-D-$9.95	
Dugan's Office Supply	2.13	Office Supplies	50.42
EBSCO	4.52	Magazines-R-$2527.89	6,083.78
	4.52	Magazines-D-$1923.71	
	4.52	Magazines-W-$1632.18	
Frank B. Hall & Co.	1.23	Group Ins.-Ricker	135.00
Grolier Educational Corp.	4.51	Books (Encumbered from 1985)	617.00
The H. W. Wilson Company	4.51	Books	275.00
Heritage Office Products	2.42	Copier Paper-$6.30	55.79
	2.13	Office Sup.-$9.79	
	2.41	Summer Reading-R-$1.59	
	2.41	Summer Reading-D-$2.94	
	2.41	Summer Reading-W-$2.94	
	4.40	Wisper Disc-W-$32.50	
Hooks	2.21	Janitorial Sup.-W	5.37
ILA/ILTA	3.24	State Conference	933.00
Indiana University	4.51	Books	22.00
Intercultural Press Inc.	4.51	Books	9.70
Kankakee Valley Post-News	3.31	Advertising	17.45
Legal Directories Pub. Co., Inc.	4.51	Books	30.32
Libraries Unlimited	4.51	Books	18.24
Main Line Book Company	4.51	Books	79.22
Manufacturers' News, Inc.	4.51	Books	87.85
Mary Kay Martin	3.23	Mileage	8.80

The National Directory	4.51	Books	51.90
The New Age School of Massage	4.51	Books	10.98
Ooms Bros. Disposal Service, Inc.	3.95	Trash Pick-Up-D	10.00
Kathleen Padgitt	2.13	Office Supplies	5.00
Postmaster General	3.22	Postage	108.00
Quality Paperback Book Club	4.51	Books	33.46
Quill Corporation	4.40	Shears-R-$7.54	32.25
	2.13	Office Supplies-$24.71	
R. R. Bowker	4.51	Books	109.72
R. W. Poole	2.21	Jan. Sup.-D-$35.08	86.37
	2.21	Jan. Sup.-R-$51.29	
Rainbow Books	4.51	Books	324.22
Reading Resources, Inc.	4.51	Books	15.27
Rose Records	4.53	Recordings	10.48
Catherine A. Salyers	3.23	Mileage	59.20
Catherine A. Salyers	PETTY	CASH-DeMotte	23.67
	3.73	P.O. Box Rent-$13.00	
	2.13	Office Sup.-$3.25	
	4.40	Sign-$1.19	
	2.41	Library Sup.-$6.23	
Catherine A. Salyers	PETTY	CASH-Wheatfield	17.39
	2.21	Janitorial Supplies	
Shelton State Community College-Fire College	4.51	Books	4.50
Tom's Supermarket	2.21	Janitorial Supplies	17.63
Upstart	2.41	Sum. Read.-D-W-R-$16.42	56.27
	2.41	Library Sup-CR-$39.85	
Video Swap Mart	4.53	VHS-D-$39.62	347.75
	4.53	VHS-W-$308.13	
Weston Woods	4.53	VHS	203.60
The World Almanac	4.53	VHS	76.83
		TOTAL [B]	14,196.05
		TOTAL [A] + [B]	15,685.95

CONSTRUCTION FUND

BILLS TO BE ALLOWED — MAY 12, 1986

Hamstra Builders, Inc.	$77,125.50
LOM Corporation	754.40
Northwest National Bank	8,568.90
United Telephone Company	326.28
TOTAL	$86,775.08

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

April 19 86

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 78 req. for D & W 38	DeM filled 7 req. for Rens. 18	WH filled 3 req. for Rens. 2
b. Received	* 5 cancelled by patron 18	13	2
c. Outstanding	20	5	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	2 NR R 65 Co 55	100	30
b. Total Registered	8,437		
3. REFERENCE QUESTIONS			
a. Telephone	113	100	103
b. In Person	354	229	103
4. LOCAL HISTORY-GENEALOGY			
a. In person			
b. Microfilms Used			
c. Research by Mail			
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING April 30, 1986

	1985	1986	
Monthly Circulation	14,320	16,253	
Daily Average	551	624	
January to Date Total Circulation	52,706	62,096	+17.8%

Rensselaer	273 /day
DeMotte	216 /day
Wheatfield	161 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	45		31	1,093	45			676	21			550
Non-Fiction	58		112	1,427	53		3	929	6			381
Paperbacks	1		2	890	7			509				1,092
CHILDREN'S BOOKS:												
Fiction	4		1	1,533	13		1	1,826			145	691
Non-Fiction	10			617	10		2	509				187
FILMSTRIPS				8				3				
MAGAZINES:												
Adult				461				388				194
Children				31								
MAPS, PICTURES, PHOTOS, PRINTS				35				9				27
MICROFILM												
PAMPHLETS	30		1	229				91				20
SOUND RECORDINGS	1			300			1	141				47
CED's	13			21				1				
VHS's	10			440	15			535	7			364
TOTAL	172		147	7,085	143		7	5,617	34		145	3,551
Percent of Increase (+) or Decrease (-)				+23.1				+35.7				+18.1

Jack Kellogg, Construction Manager

October 24, 1985	$700
November 2, 1985	$350
November 9, 1985	$250
December 7, 1985	$250
January 11, 1986	$350
January 25, 1986	$700
February 4, 1986	$450
February 17, 1986	$650
February 28, 1986	$700
March 11, 1986	$450
March 21, 1986	$700
April 1, 1986	$450
April 12, 1986	$900
April 28, 1986	$500
TOTAL	$7,400

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$72,585.90	$221,930.10	
Retainage		8,065.80	24,658.90	$118,320.00
LOM	34,500.00	0.00	24,938.00	
Rotz		0.00	8,046.20	$1,515.80
Additional	1,422.88	0.00	0.00	$1,422.88
Misc.	10,000.00	0.00	4,958.40	$5,041.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	750.00	$3,805.95	$72,644.05
Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	81,401.70	309,927.22	$208,944.33

BOND	$500,000.00
INTEREST	$20,490.85
CHECKS	$223,313.17
BALANCE LAST MONTH	$297,177.68
INTEREST	$1,335.80
CHECKS	$85,786.05
BALANCE	$212,727.43

PUBLIC RECORDS POLICY

The Jasper County Public Library recognizes with the adoption of this policy that the following records are exempt from disclosure as provided for in IC 5-14-3.

1. Personnel files of library employees and files of applicants for employment except for:
   A. The name, compensation, job title, business address, business telephone number, job descriptions, education and training background, previous work experience, or dates of first and last employment of present or former officers or employees of the library;
   B. Information relating to the status of any formal charges against the employee; and
   C. Information concerning disciplinary actions in which final action has been taken and that resulted in the employee being disciplined or discharged.

   However, all personnel file information shall be made available to the affected employee or his/her representative. General personnel information on all employees, without individual names, may not be excepted from disclosure.

2. Administrative or technical information that would jeopardize a record keeping or security system.

3. Computer programs, computer codes, computer filing systems, and other software that are owned by the library or entrusted to it.

4. Records specifically prepared for discussion or developed during discussion in an executive session under IC 5-14-1.5-6.

5. The identity of a donor of a gift made to the library if the donor requires nondisclosure of his/her identity as a condition of making the gift.

6. Library records which can be used to identify any library patron.

RENSSELAER PUBLIC LIBRARY

VIDEODISC STATISTICS - MAY 1985 to MAY 1986

PLAYER CIRCULATION	53
Alice in Wonderland	15
Alien	7
Annie	9
Bananas	1
Benji	14
Black Stallion	4
Black Stallion Returns	5
Cabaret	0
Casablanca	2
Charly	2
Citizen Kane	1
Culture Club	2
Dark Crystal	11
Diary of Anne Frank	4
Doctor Zhivago	10
Entity	6
Exodus	3
Fiddler on the Roof	7
Footloose	9
Four Seasons	9
Friday the 13th - final chapter	7
Hello, Dolly!	9
Jack and the Beanstalk	4
Jane Fonda's Workout	5
Jesus of Nazareth	2
M*A*S*H	7
Modern Problems	15
Moscow on the Hudson	14
My Fair Lady	9
Oklahoma	10
On Golden Pond	5
Patton	6
Popeye	7
Psycho	3

CED Circulation Statistics
page 2

Rapunzel	2
Raven	2
Rock, Rythm and Blues	10
Rose	6
Shane	6
Smokey and the Bandit	9
Splash	12
Star Trek - TV Show	2
Star Wars	8
Superman	4
Swing Shift	7
Swiss Family Robinson	17
Sybil	2
Table for Five	6
A Thousand clowns	2
Thumbelina	3
Turning Point	1
Winnie the Pooh and Friends	22
Winnie the Pooh Adventures	7
West Side Story (DeMotte)	5
TOTAL	357

Mary K. Martin

May 1986

JUNE

AGENDA .....June 9, 1986

1. Greg Dewees - Meeting room request

2. Dick Phegley - insurnace

3. Minutes

4. Bills/Financial Statement

5. Director's Report
   - 5.1 Circulation
   - 5.2 Budget committee
   - 5.3 Meeting room policy

6. Wheatfield business
   - 6.1 Final schedule
   - 6.2 Moving plans

7. Rensselaer business
   - 7.1 Roof
   - 7.2 Sewer

8. DeMotte business

MINUTES.....May 12, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on May 12, 1986 at 7:00 pm at the Wheatfield Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Barbara Leestma, Wanda Stewart, trustees, and Cathy Salyers, library director.

MINUTES: On a motion by Miriam Lawyer, seconded by Bob Souza, the minutes of the April 14 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Will Doty, seconded by Wanda Stewart, the bills and financial statements for the operating and construction funds were accepted as presented. Mrs. Salyers noted that the construction fund totals did not balance, and she would investigate further.

DIRECTOR'S REPORT: Mrs. Salyers reported that Dick Phegley would not be attending the meeting, but he would be placed on the June agenda for a report concerning the library's insurance.

Mrs. Salyers noted that total circulation had increased significantly over April 1985. For the first time during the last five years, the Rensselaer circulation went over 7,000 items in one month.

Mrs. Salyers also noted that she had revised the staff policy to include a statement concerning the definition of a salaried employee. The board had previously voted to define salaried employees as anyone averaging 21 or more hours per week, but the policy had not been amended.

On a motion by Will Doty, seconded by Wanda Stewart, the board unanimously voted to adopt a public record policy as described in the manual of accounting. This policy exempts patron records and certain employee records from disclosure.

On a motion by Will Doty, seconded by Bob Souza, the board voted to accept the Video Cassette Policy as presented. Changes will take effect on June 1, 1986.

WHEATFIELD BUSINESS: Mrs. Salyers reported that two new employees have been hired for the new Wheatfield Library. Harriet Wisdom began training at the Rensselaer Library on May 5 as a Reference Assistant. Rose Howard will be the janitor for the new library and will begin her duties upon completion of the building.

After a tour of the new building, the board directed Mrs. Salyers to obtain prices for asphalting the parking area on Grace Street and to obtain further information concerning the heating and airconditioning units.

RENSSELAER BUSINESS: Mrs. Salyers presented a report from Ann Boss of the Adult Learning Center concerning the search for a new location for the Center. Mrs. Salyers noted that the library would be storing the Center's materials until a new location has been found.

DEMOTTE BUSINESS: Mrs. Salyers reported that a most successful Meet Your Candidate Program for the recent Kankakee Valley School Board election was held last month at the DeMotte Library.

ADJOURNMENT: On a motion by Miriam Lawyer, seconded by Will Doty, the meeting adjourned at 8:45 pm.

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$77,125.50	$314,038.55	
Retainage		0.00	18,245.45	$32,625.00
LUm	34,500.00	754.40	25,692.40	
Rotz		0.00	8,046.20	$761.40
Additional	1,422.88	0.00	0.00	$1,422.88
Misc.	10,000.00	0.00	4,958.40	$5,041.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture Equipment	76,450.00	326.28	$4,132.23	$72,317.77
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	78,206.18	396,702.90	$122,168.65

BOND	$500,000.00
INTEREST	$23,647.17
CHECKS	$309,927.22
BALANCE LAST MONTH	$213,719.95
INTEREST	$888.61
CHECKS	$86,775.08
BALANCE	$127,833.48

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved by		

Month May 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1,916.68	9,583.40	13,416.60	1
Salary - Assistants	156,054.00	12,797.47	61,529.50	94,524.50	2
Salary - Janitors	7,515.00	437.75	2,252.08	5,262.92	3
Employee's Benefits	18,500.00	1,081.00	5,644.87	12,855.13	4
Other Personal Services	1,000.00	135.00	135.00	865.00	5
Office Supplies	4,500.00	326.39	1,534.14	2,965.86	6
Operating Supplies	3,950.00	126.76	748.38	3,201.62	7
Repair & Maintenance Supplies	700.00		8.09	691.91	8
Other Supplies	6,000.00	203.80	1,204.17	4,795.83	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	728.57	5,559.56	8,290.44	11
Printing & Advertising	600.00	17.45	85.71	514.29	12
Insurance & Bonds	3,350.00		5,898.50	(-2,548.50)	13
Utility Services	17,600.00	1,138.06	5,617.14	11,982.86	14
Repairs & Maintenance -Bldg's	13,000.00		5,619.92	7,380.08	15
Rentals - Real Est. & Equip.	1,001.00			1,001.00	16
Dues, Interest, Taxes & Assess.	1,001.00		30.00	971.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	10.00	1,256.00	2,944.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	317.05	10,253.00	(-253.00)	21
Books	62,000.00	4,254.43	31,941.39	30,058.61	22
Periodicals & Newspapers	7,000.00	6,092.28	8,525.39	(-1,525.39)	23
Nonprint Materials-Micro,Audio	8,500.00	638.66	3,317.11	5,182.89	24
	379,824.00	30,221.35	160,783.35	219,040.65	25
Emcumbered Bills	3,574.56	617.00	825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56	30,838.35	161,943.80	221,789.76	28
					29
					30
Beginning Balance	248,967.65				31
Plus Deposits	135,955.08				32
Minus Checks	204,425.93				33
					34
Ending Balance	180,496.80				35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		May	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		38,888.38		3
Rensselaer Gift Fund Balance		468.86		4
DeMotte Gift Fund Balance		633.20		5
Wheatfield Gift Fund Balance		2,099.80		6
Bond Account Balance		1,594.93		7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		520.67		9
				10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			44,846.75	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No. #21-1702-6			3,353.90	17 18*
				19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		124,479.58		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		7,816.57		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			132,296.15	33*
				34
Total of All Funds Ending May month 1986			180,496.80	35
				36
				37
				38
				39
				40

OPERATING FUND

BILLS TO BE ALLOWED — JUNE 9, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	370.19
NIPSCO	3.51	DeMotte	186.49
NIPSCO	3.51	Wheatfield	603.22
Northwestern Ind. Tele. Co.	3.21	DeMotte	109.67
United Telephone Co.	3.21	Rensselaer	216.31
United Telephone Co.	3.21	Wheatfield	47.89
		TOTAL [A]	1,533.77

Other Claims:

Ace Hardware	2.21	Janitorial Supplies	45.48
Addison Public Library	4.40	Avant CARDS Program	250.00
American Library Asso.	2.41	Library Supplies-R	6.29
Arnold, Chuck	3.61	Window Maintenance-D	75.00
Baker & Taylor	4.51	Books	117.81
Baker & Taylor	4.51	Books-$3,580.22	3,614.92
	GIFT FUND-Rensselaer-$34.70		
Becker, Margaret	3.96	Mowing-D	65.00
Brodart Co.	2.41	Sysdac Cds & Sup-$727.54	773.40
	3.72	Sysdac Rental-$45.86	
Childrens Press	4.51	Books	443.73
Corning, Jacquelyn	3.23	Mileage	49.75
Daisey Book Company	4.51	Books	447.98
Daugherty, Lynn	3.23	Mileage-$64.00	225.35
	4.51	Books-$13.50	
	3.24	Prof. Mtg.-$147.85	
Davidson Titles, Inc.	4.51	Books	337.16
DEMCO	4.51	Processing Supplies	40.09
DeMotte IGA Supermarket	4.52	Newspapers-D	6.50
DeMotte Office Supply	4.40	Clpbd. & Cd.Gds.-D-$3.79	11.99
	4.40	File Box-W-$8.20	
Doty, Will	3.24	Professional Meeting	97.99
EBSCO	4.52	Rate Adjustment-D	7.70
Facts on File, Inc.	4.51	Books	24.70
Fagen, Charlotte	3.23	Mileage	59.35
Farm Bureau Insurance	3.42	Building Insurance	20.90
Fase's	2.21	Janitorial Supplies	9.05
Great Western Supply	2.13	Office Supplies	293.93
Heritage Office Products	2.13	Office Supplies	56.54
Highsmith	4.51	Processing Supplies	119.99
Hollandale Builders, Inc.	3.61	Painting-D	250.00
INCOLSA	4.40	Newsroom Software	80.00
Indiana University	4.51	Books	44.00
Ingram	4.53	VHS	323.95
K. V. Electric	3.61	Repair Light-D	44.50
Library Book Selection Ser.	4.51	Books	153.03
Main Line Book Company	4.51	Books	117.13

Martin, Mary K.	3.23	Mileage	45.60
Monroe	2.42	Copier Paper	160.96
Olympia Book Company	4.51	Books	697.74
Ooms Bros. Disposal Service	3.95	Trash Pick-Up-D	10.00
PPI	4.51	Pamphlets	89.99
The Perfection Form Co.	4.51	Books	324.31
Perma-Bound	4.51	Books	233.48
Post-Tribune	4.52	Newspaper-D	114.40
Postmaster General	3.22	Postage	114.00
Rayburn Heating & Cooling	3.61	Air Cond. Service-D	47.85
Ricker, Lois	3.23	Mileage-$8.80	31.38
	4.40	Equipment-$12.58	
	4.51	Books-$10.00	
Roto-Rooter Sewer Service	3.61	Clean Sewer Line	70.00
Salyers, Catherine A.	3.23	Mileage-$36.80	92.80
	3.24	Prof. Mtg.-$56.00	
Salyers, Catherine A.	PETTY CASH - Rensselaer		26.26
	3.22	Postage-$24.46	
	2.21	Janitorial Sup.-$1.80	
Schultz Bros. Co.	2.41	Library Sup.-R	19.45
Silver Burdett Company	4.51	Books	103.04
Tachtiris, Jill	3.23	Mileage	8.80
Thomas Publishing Co.	4.51	Books	210.00
Thorndike Press	4.51	Books	152.55
Tom's Supermarket	2.21	Janitorial Sup.-R	10.60
Tysen's Country Grocery	2.21	Janitorial Sup.-D	4.88
University Book Service	4.51	Books	35.14
Valley Video	GIFT FUND-Wheatfield		898.00
Video Swap Mart	4.53	VHS	65.41
Videogenic Productions	4.53	VHS	13.50
		TOTAL [B]	11,793.35
		TOTAL [A] + [B]	13,327.12

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

May 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 77 req. for D&W 19	DeM filled 9 req. for R 32	Wheat. filled 9 req. for R 6
b. Received	10	21	6
c. Outstanding	9	11	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 39 Co 30	115	47
b. Total Registered	8,464		
3. REFERENCE QUESTIONS			
a. Telephone	203	159	53
b. In Person	302	381	91
4. LOCAL HISTORY-GENEALOGY			
a. In person	3		
b. Microfilms Used			
c. Research by Mail	6		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING May 31, 1986

	1985	1986	
Monthly Circulation	12,974	13,418	
Daily Average	499	537	
January to Date Total Circulation	65,680	75,514	+15%

Rensselaer	234 /day
DeMotte	195 /day
Wheatfield	122 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	36			1,131	45		5	696	47			290
Non-Fiction	38			1,003	58		5	823	11			408
Paperbacks	1			534				403				784
CHILDREN'S BOOKS:												
Fiction	76			1,511	11		9	1,346				515
Non-Fiction	45			549	7			356				143
FILMSTRIPS	1			18								
MAGAZINES:												
Adult				298				508				182
Children				22								
MAPS, PICTURES, PHOTOS, PRINTS				11				29				14
MICROFILM												
PAMPHLETS	105		27	196				116				6
SOUND RECORDINGS	9			213			5	128				50
CED's				7								6
VHS's				377	3			469	11			287
TOTAL				5,859				4,874				2,685
Percent of Increase (+) or Decrease (-)				+2.2				+14				-9.4

CONSTRUCTION FUND

BILLS TO BE ALLOWED — JUNE 9, 1986

Hamstra Builders, Inc.	26,385.00
LOM Corporation	761.40
Schultz's Family Store	178.74
Smith's True Value Farm Store	12.37
TOTAL	27,337.51

JULY

AGENDA . . . . . JULY 14, 1986

1. Minutes

2. Bills/Financial Statements
    2.1 Hamstra-compensation for extra painting
    2.2 LOM - display cases

3. Director's report
    3.1 Circulation
        3.1.1 Summer reading
    3.2 Insurance
        3.2.1 Workman's compensation
        3.2.2 Errors and omissions
        3.2.3 Rensselaer building
    3.3 Budget
    3.4 Executive session-salaries

4. Wheatfield Business
    4.1 Donations
    4.2 Concrete benches
    4.3 Adult Learning Center
    4.4 Open house committee

5. Rensselaer Business
    5.1 Roof estimates
    5.2 Sewer update

6. DeMotte Business
    6.1 Renovated book drop

MINUTES.....June 9, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on June 9, 1986 at 7:00 pm at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Bob Souza, treasurer, Barbara Leestma, Wanda Stewart, Frank Wright trustees, Cathy Salyers, library director, Greg Dewees, and Dick Phegley, Farm Bureau Insurnace.

Greg Dewees requested use of the Rensselaer meeting room for management seminars. He requested use of the room from 7:00-8:30 am at least once a week for nine weeks with an opportunity to make the arrangement permanent and possibly adding a second day. After a discussion, Miriam Lawyer moved and Frank Wright seconded a motion to offer Mr. Dewees use to the meeting room for 9 week only at a time specified by Mrs. Salyers for $25 per meeting. The board voted 5-1 in favor of the motion.

INSURANCE: Dick Phegley, Farm Bureau Insurance, presented the new insurance policy to the board and discussed the contents. On a motion by Frank Wright, seconded by Miriam Lawyer, the board voted unanimously to increase the liability coverage to one million dollars, increase the medical coverage to $5,000 per person, and initiate coverage on the old Wheatfield building in the amount of $20,000.

On a motion by Wanda Stewart, seconded by Bob Souza, the board voted unanimously to increase the contents coverage for the new Wheatfield Building to $65,000.

The board directed Mrs. Salyers to conduct an inventory of the Rensselaer and DeMotte buildings to determine accuracy of insurance coverage. It was further noted that inventories of all buildings are to be updated annually.

MINUTES: On a motion by Wanda Stewart, seconded by Miriam Lawyer, the minutes of the May 12 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Bob Souza, seconded by Barbara Leestma, the bills and financial statements for the operating and construction funds were accepted as presented.

DIRECTOR'S REPORT: Mrs. Salyers noted that total circulation was 15% ahead of this time last year.

Barbara Leestma and Mrs. Salyers presented the proposed budget for 1987. Following a lengthy discussion, the board directed Mrs. Salyers to determine the percent of increase

proposed for the salaried and hourly personnel who where not being considered for additional hours. Further discussion and vote on the budget and salaries was tabled until the next meeting.

Mrs. Salyers presented proposed changes in the meeting room policy which included requesting permission from branch heads before a group can affix any items to the floors, walls or ceilings of meeting rooms; restricting use of the meeting room in Rensselaer so that meetings can begin only during business hours; requiring the signing of an equipment agreement if meeting room users want to use library equipment and waving the fee for use of equipment in the library buildings; and stricking the sentence concerning parking restrictions in DeMotte. On motion by Frank Wright, seconded by Bob Souza, the board voted to accept all changes as presented.

WHEATFIELD BUSINESS; Mrs. Salyers noted that moving day was soon to arrive at Wheatfield and final plans were being made to accomplish that goal.

RENSSELAER BUSINESS: Mrs. Salyers noted that the roof and sewer line at the Rensselaer building were in need of repair and that Mary Martin is in process of obtaining bids for the work.

ADJOURNMENT: By consensus the board meeting adjourned at 9:02 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved by		

Month June 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1,916.68	11,500.08	11,499.92	1
Salary - Assistants	156,054.00	12,895.69	74,425.19	81,628.81	2
Salary - Janitors	7,515.00	484.50	2,736.58	4,778.42	3
Employee's Benefits	18,500.00	1,259.62	6,904.49	11,595.51	4
Other Personal Services	1,000.00		135.00	865.00	5
Office Supplies	4,500.00	350.47	1,884.61	2,615.39	6
Operating Supplies	3,950.00	71.81	820.19	3,129.81	7
Repair & Maintenance Supplies	700.00		8.09	691.91	8
Other Supplies	6,000.00	914.24	2,118.41	3,881.59	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	1,087.27	6,646.83	7,203.17	11
Printing & Advertising	600.00		85.71	514.29	12
Insurance & Bonds	3,350.00	20.90	5,919.40	(-2,569.40)	13
Utility Services	17,600.00	1,159.90	6,777.04	10,822.96	14
Repairs & Maintenance -Bldg's	13,000.00	487.35	6,107.27	6,892.73	15
Rentals - Real Est. & Equip.	1,001.00	45.86	45.86	955.14	16
Dues, Interest, Taxes & Assess.	1,001.00		30.00	971.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	75.00	1,331.00	2,869.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	342.58	10,595.58	(-595.58)	21
Books	62,000.00	7,252.22	39,193.61	22,806.39	22
Periodicals & Newspapers	7,000.00	128.60	8,653.99	(-1,653.99)	23
Nonprint Materials-Micro,Audio	8,500.00	402.86	3,719.97	4,780.03	24
	379,824.00	28,895.55	189,678.90	190,145.10	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56	28,895.55	190,839.35	192,894.21	28
					29
					30
Beginning Balance 180,496.80					31
Plus Deposits 256,400.80					32
Minus Checks 122,095.39					33
					34
Ending Balance 314,802.21					35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		June	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		127,743.66		3
Rensselaer Gift Fund Balance		434.16		4
DeMotte Gift Fund Balance		658.20		5
Wheatfield Gift Fund Balance		1,176.80		6
Bond Account Balance -Bond # 1 - Demotte Building		9,964.05		7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		586.92		9
Bond Account - Bond # 2 - Wheatfield Building		64,665.77		10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			205,870.47	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			3,387.38	17 18*
				19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		97,687.46		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		7,856.90		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			105,544.36	33*
				34
Total of All Funds Ending June month 1986			314,802.21	35
				36
				37
				38
				39
				40

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Vamstra	$364,909.00	$26,385.00	$340,423.55	
Retainage		0.00	18,245.45	$6,240.00
LOM	34,500.00	761.40	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	0.00	0.00	$1,422.88
Misc.	10,000.00	0.00	4,958.40	$5,041.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	191.11	$4,323.34	$72,126.66
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	27,337.51	424,040.41	$94,831.14

BOND	$500,000.00
INTEREST	$24,535.78
CHECKS	$396,702.30
BALANCE LAST MONTH	$127,833.48
INTEREST	$578.87
CHECKS	$27,337.51
BALANCE	$101,074.84

OPERATING FUND

BILLS TO BE ALLOWED JULY 14, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	325.92
NIPSCO	3.51	DeMotte	260.42
NIPSCO	3.51	Wheatfield	417.28
Northwestern Ind. Tele. Co.	3.21	DeMotte	91.33
United Telephone Co.	3.21	Rensselaer	200.64
United Telephone Co.	3.21	Wheatfield	181.07
		TOTAL [A]	1,476.66

Other Claims:

American Library Association	2.41	Library Supplies	4.29
Associated Libraries, Inc.	4.51	Books	160.04
Baker & Taylor	4.51	Books	297.27
Baker & Taylor	4.51	Books-$2,288.01	2,563.01
	3.72	BaTaPhone Ren.-$275.00	
Bob Becker	3.96	Mowing-D	45.00
Margaret Becker	3.23	Mileage	210.80
Ben Franklin	2.13	Office Supplies-D	4.90
The Bookmen Inc.	4.51	Books	57.95
Bound to Stay Bound Books, Inc.	4.51	Books	181.62
Brodart Co.	2.41	Sysdac Tape	74.33
Campbell Printing Company	4.40	Date Stamper-W	3.15
CBS Special Products	4.53	VHS	180.88
Childrens Press	4.51	Books	255.37
Consolidated Insurance Agency	3.41	Bond-Salyers	80.00
Jacquelyn Corning	3.23	Mileage-$12.80	47.75
	4.53	Manage. Tapes.-$34.95	
Daugherty, Martha	3.23	Mileage	28.00
Davidson Titles, Inc.	4.51	Books	202.08
Demco	4.40	Tray Gds.-W-$22.46	249.74
	4.51	Proc. Sup.-$227.28	
DeMotte IGA Supermarket	4.52	Magazines-D	8.75
DeMotte Office Supply	4.40	Hanging File-W-$27.46	34.49
	2.31	Office Sup.-W-$7.03	
DeYoung Plum.,Htg.,& Air Cond.	3.62	Air Cond. Service-R	25.00
Dugan's Office Supply	2.13	Office Supplies	50.12
EBSCO	4.52	Magazines-R-$24.00	58.95
	4.52	Magazines-D-$34.95	
Fase's	3.62	Rep. Sweeper-R-$17.75	117.70
	4.40	Intercom-R-$99.95	
Federal Jobs Digest	4.52	Magazine-R	55.00
Gaylord	4.53	Processing Sup.	211.24
The Highsmith Co., Inc.	4.40	VHS Storage Case-R	333.31
Heritage Office Products	2.13	Office Sup.-$53.28	407.28
	3.95	Ser.Con.Copier-W-$354.	
Indiana Historical Bureau	4.51	Books	1.39
Main Line Book Company	4.51	Books	190.66
Marsh, Michelle	3.23	Mileage	8.80
Marshall Cavendish	4.51	Books	143.45
Mile Square Publisher, Inc.	4.51	Books	25.80

Monte Publishing Company	4.51	Books	20.69
Mumford Library Book Sales, Inc.	4.51	Books	116.62
National Geographic Society	4.51	Books	91.31
NIALSA	3.91	Video Service Ann. Fee	20.00
Ooms Bros. Disposal Service, Inc.	3.95	Trash Pick-Up-D	10.00
Perma-Bound	4.51	Books	32.78
Post-Tribune	4.52	Newspaper-W	114.40
Postmaster General	3.22	Postage	116.00
Quill Corporation	4.40	Off. Equip.-W-$41.66	70.50
	2.13	Office Sup.-$28.84	
R. W. Poole	2.21	Janitorial Sup.-W	70.56
Rainbow Books	4.51	Books	39.27
Rensselaer Readmore	4.52	Newspapers-R	78.30
Rensselaer Republican	4.52	Newspaper-W	34.00
Catherine A. Salyers	3.23	Mileage	73.60
Catherine A. Salyers	PETTY	CASH-DeMotte	24.63
	3.22	Postage-$9.28	
	2.13	Office Sup.-$5.27	
	2.21	Janitorial Sup.-$2.64	
	GIFT	FUND-DeMotte-$7.44	
Schultz's Family Store	2.41	Library Sup.-$27.14	45.14
	2.21	Janitorial Sup.-$18.00	
Silver Burdett Company	4.51	Books	52.90
Stan Wanner & Associates	4.51	Books	747.88
Thorndike Press	4.51	Books	40.35
Tiny's Supermarket	2.21	Janitorial Sup.-D	80.98
Tom's Supermarket	2.21	Janitorial Sup.-R	32.71
Video Swap Mart	4.53	VHS	383.67
University Book Service	4.51	Books	156.68
Waldenbooks	4.51	Books	35.32
Wilco	2.21	Janitorial Sup.-W	1.34
Zoo Books	4.52	Magazine-R-$14.00	28.00
	4.52	Magazine-W-$14.00	
		TOTAL [B]	8,835.75
		TOTAL [A] + [B]	10,312.41

CONSTRUCTION FUND

BILLS TO BE ALLOWED — MAY 12, 1986

Brodart Co.	443.12
Brusnahan's	294.95
DEMCO	223.75
Dugan's Office Supply	227.50
Fase's TV and Appliances	99.95
Hamstra Builders Inc.	3,123.23
The Highsmith Co., Inc.	1,305.20
The LOM Corporation	1,027.88
Ojserkis	214.62
Quill Corporation	77.52
Robbins Asssociates	51,354.50
Schultz's Family Store	14.62
Smith's True Value Farm Store	14.99
TOTAL	$58,421.83

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

June 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 43 req. for D & W 54	DeM filled 18 req. for Rens. 24	Wh. filled 8 req. for Rens. 2
b. Received	37	17	2
c. Outstanding	17	7	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	42 R 36 Co	104	89
b. Total Registered	8,710		
3. REFERENCE QUESTIONS			
a. Telephone	157	164	41
b. In Person	253	217	42
4. LOCAL HISTORY-GENEALOGY			
a. In person	9		
b. Microfilms Used	2		
c. Research by Mail	3		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING June 30, 1986

	1985	1986	
Monthly Circulation	17,546	16,996	
Daily Average	702	680	
January to Date Total Circulation	83,226	92,510	+11%

Rensselaer	306 /day
DeMotte	276 /day
Wheatfield	220 /day

	RENSSELAER				DEMOTTE				WHEATFIELD * Closed for 10 days due to moving.			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	44		84	1,369	82		222	1,003	44			384
Non-Fiction	98		8	901	58		29	724	213			207
Paperbacks	8		2	511	5			470				571
CHILDREN'S BOOKS: Fiction	38		3	2,829	16		3	2,856	260			693
Non-Fiction	38		102	757	6			699	189			272
FILMSTRIPS				49								
MAGAZINES: Adult				329				462				111
Children				14								
MAPS, PICTURES, PHOTOS, PRINTS				15				5				13
MICROFILM												
PAMPHLETS	99		82	114				43				2
SOUND RECORDINGS			35	300			5	137				21
CED's				18								
VHS's	9		1	452	6			513	29			152
TOTAL	334		314	7,658	168			6,912	752			2,426
Percent of Increase (+) or Decrease (-)				+18%				+5%				-45%

PROPOSED PROFESSIONAL MEETING POLICY

1. Monies allocated for professional meetings are provided to staff and board members for the purpose of continuing educational and training in those areas related to the operation of the library.

2. Those wanting to attend such meetings must obtain permission from their immediate supervisor.

3. Funds for professsional meeting fees for each calendar will be assigned to employees in the following manner:

    3.1 $50 to all employees.
    3.2 $25 extra to employees who are department heads.
    3.3 $25 extra to employees who have library certification.
    3.4 $25 extra to employees who have worked for the library for 10 years or more. (Calculated same as vacation days.)
    3.5 $10 extra to employees who have worked for the library for 5-9 years. (Calculated same as vacation days)
    3.6 These monies are to be used for paying registration fees, meals, hotel accomodations and other fees as specified by law or library policy, but does not include mileage.
    3.7 Assigned monies are not cumulative from one year to the next.

4. Board members will have fees paid according to funds available.

5. To receive reimbursement for expenses, employees and board members must submit a payroll voucher and receipts to the director's office by the Tuesday preceding the board meeting.

6. Any funds not spent or designated for use by October 31 of each year will be distributed on a first come first serve basis until Dec. 31.

7/86

Jack Kellogg, Construction Manager

October 24, 1985	$700
November 2, 1985	$350
November 9, 1985	$250
December 7, 1985	$250
January 11, 1986	$350
January 25, 1986	$700
February 4, 1986	$450
February 17, 1986	$650
February 28, 1986	$700
March 11, 1986	$450
March 21, 1986	$700
April 1, 1986	$450
April 12, 1986	$900
April 28, 1986	$500
May 12, 1986	$600
May 26, 1986	$550
June 10, 1986	$100
TOTAL	$8,650

AUGUST

AGENDA.....August 11, 1986

1. Public hearing on 1987 Budget

AGENDA.....AUGUST 11, 1986

1. MINUTES

2. BILLS/FINANCIAL REPORTS
   2.1 Hamstra request for additional monies

3. DIRECTOR'S REPORT
   3.1 Circulation
   3.2 Salary ranges
   3.3 Auditor's visit
   3.4 NIALSA appointment

4. RENSSELAER BUSINESS
   4.1 Roof
   4.2 Book sale

5. WHEATFIELD BUSINESS
   5.1 Dedication

6. DEMOTTE BUSINESS
   6.1 Arts & crafts fair (Aug. 9)

MINUTES.....July 14, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on July 14, 1986 at 7:00 pm at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Will Doty, secretary, Wanda Stewart, Frank Wright trustees, and Cathy Salyers, library director.

On a motion by Wanda Stewart, seconded by Frank Wright, the board voted unanimously to increase the contents coverage for the new Wheatfield Building to $65,000.

MINUTES: On a motion by Frank Wright, seconded by Wanda Stewart, the minutes of the June 9 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Will Doty, seconded by Frank Wright, the board voted unanimously to accept for payment Hamstra Construction's bill of $3123.33 for costs above the original contract and LOM's bill for $1027.88 for costs above original contract.

On a motion by Wanda Stewart, seconded by Frank Wright, the bills and financial statements for the operating and construction funds were accepted as presented.

The Board directed Mrs. Salyers to invest all BIRF monies in a Hi-Fi account until monies are needed for payment of bonds in December 1986.

DIRECTOR'S REPORT: Mrs. Salyers noted increased circulation for DeMotte and Rensselaer and further stated that the decrease in Wheatfield circulation was due to being closed for the move to the new building.

Mrs. Salyers reported that the Workmen's compensation policy currently with Consolidated Insurance would expire in September. A new policy is to be issued by Farm Bureau at an annual cost of $455.75.

After a brief discussion of the ALA Errors and Omissions Insurance, the board tabled further discussion and action until other policies could be reviewed.

The Board directed Mrs. Salyers to contact Farm Bureau insurance to have the insurance increased on the Rensselaer building to $300,000.

WHEATFIELD BUSINESS: Mrs. Salyers noted that Mr. Grube had donated $500 which he wished to be used to purchase cement benches and table for the front of the Wheatfield Library.

There was a discussion of an Adult Learning Center using the Wheatfield Library for 4 hours per week. The Board directed Mrs. Salyers to offer the use of the old library building to the Adult Learning Center.

President Casey appointed Miriam Lawyer, chairperson, and Lois Ricker to the Wheatfield Open House Committee.

RENSSELAER BUSINESS: On a motion by Frank Wright, seconded by Will Doty, the board voted unanimously to accept the bid of Floyd Burge for $900 to repair and tar the roof. The board directed Mrs. Salyers to have the attic checked for any damaged caused by the leaking roof.

DEMOTTE BUSINESS: Mrs. Salyers reported that the book drop at the DeMotte Library had been painted by Don Corning and is now very decorative.

ADJOURNMENT: By consensus the board meeting adjourned at 9:18 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved By		

Month July 1986

	Beginning Appropriation	Spent this Month	Spent to Date	Ending Appropriation	
		1	2	3	
Salary - Librarian	23,000.00	1,916.68	13,416.76	9,583.24	1
Salary - Assistants	156,054.00	12,647.25	87,072.44	68,981.56	2
Salary - Janitors	7,515.00	484.50	3,221.08	4,293.92	3
Employee's Benefits	18,500.00	1,076.01	7,980.50	10,519.50	4
Other Personal Services	1,000.00		135.00	865.00	5
Office Supplies	4,500.00	176.90	2,061.51	2,438.49	6
Operating Supplies	3,950.00	210.52	1,030.71	2,919.29	7
Repair & Maintenance Supplies	700.00		8.09	691.91	8
Other Supplies	6,000.00	101.47	2,219.88	3,780.12	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	932.32	7,579.15	6,270.85	11
Printing & Advertising	600.00		85.71	514.29	12
Insurance & Bonds	3,350.00	80.00	5,999.40	(-2,649.40)	13
Utility Services	17,600.00	1,003.62	7,780.66	9,819.34	14
Repairs & Maintenance -Bldg's	13,000.00	42.75	6,150.02	6,849.98	15
Rentals - Real Est. & Equip.	1,001.00		45.86	955.14	16
Dues, Interest, Taxes & Assess.	1,001.00	20.00	50.00	951.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	409.00	1,740.00	2,460.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	775.53	11,371.11	(-1,371.11)	21 +1371.01
Books	62,000.00	5,364.72	44,558.33	17,441.67	22
Periodicals & Newspapers	7,000.00	377.40	9,031.39	(-2,031.39)	23
Nonprint Materials-Micro,Audio	8,500.00	810.74	4,530.71	3,969.29	24
	379,824.00	26,429.41	216,108.31	163,715.69	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56	26,429.41	217,268.76	166,464.80	28
					29
					30
Beginning Balance	314,802.21				31
Plus Deposits	698,195.20				32
Minus Checks	1,010,678.51				33
					34
Ending Balance	232,665.94				35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		July	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		103,551.92		3
Rensselaer Gift Fund Balance		434.16		4
DeMotte Gift Fund Balance		697.66		5
Wheatfield Gift Fund Balance		1,176.80		6
Bond Account Balance - Bond # 1 - DeMotte Building		9,964.05		7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		586.92		9
Bond Account- Bond # 2 - Wheatfield Building		64,665.77		10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			181,718.19	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			3,458.32	17 18*
			185,176.51	19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		39,592.39		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		7,897.04		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			47,489.43	33*
				34
Total of All Funds Ending month July 1986			232,665.94	35
				36
				37
				38
				39
				40

43,050.71+
Jack — 8,500.-
Furn. — 15,825.96-
Hamstra 6,240.-
12,484.75*

0.A

8,500.+
15,825.93+
6,240.+
30,565.93*

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$3,123.23	$343,546.78	
Retainage			18,245.45	$3,116.77
LOM	34,500.00	761.40	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	1,027.88	1,027.88	$395.00
Misc.	10,000.00	0.00	4,958.40	$5,041.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	$53,827.60	$60,624.04	$15,825.96
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	58,740.11	484,492.22	$34,379.33

BOND	$500,000.00
INTEREST	$25,114.65
CHECKS	$424,039.81
BALANCE LAST MONTH	$101,074.84
INTEREST	$397.70
CHECKS	$58,421.83
BALANCE	$43,050.71

OPERATING FUND

BILLS TO BE ALLOWED AUGUST 11, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	451.33
NIPSCO	3.51	DeMotte	439.14
NIPSCO	3.51	Wheatfield	667.03
Northwestern Ind. Tele. Co.	3.21	DeMotte	77.42
United Telephone Co.	3.21	Rensselaer	198.42
United Telephone Co.	3.21	Wheatfield	82.46
		TOTAL [A]	1,915.80

Other Claims:

Ace Hardware	2.21	Janitorial Supplies-D	22.13
Alfax Manufacturing Inc.	GIFT FUND-DeMotte		429.04
American Library Asso.	2.41	Library Supplies	70.71
Associated Libraries, Inc.	4.51	Books	92.18
Baker & Taylor	4.51	Books	209.90
Baker & Taylor	4.51	Books	2,491.05
Balloon Fantasy and Gifts	2.41	Summer Reading Supplies	57.50
Becker, Bobby	3.96	Mowing-D	45.00
Becker, Margaret	3.23	Mileage	124.00
Bierma Hardware	2.21	Janitorial Sup.-W-$24.88	31.02
	4.51	Processing Sup.-W-$4.95	
	2.13	Office Sup.-W-$1.19	
Bound to Stay Bound Books	4.51	Books	52.45
Brodart Co.	2.41	Sysdac Supplies	158.63
Brown County Inn	3.24	Professional Mtg.-Bray	47.00
Central States Sales Corp.	2.41	Projector Lamps	14.09
Consolidated Insurance	3.42	Building Insurance	2,019.00
Corning, Jacquelyn	3.23	Mileage	12.80
Davidson Titles, Inc.	4.51	Books	11.69
DEMCO	2.31	Office Sup.-$6.38	886.82
	4.51	Processing Sup.-$166.84	
	4.40	Hang Up Bracket-R-$5.00	
	4.40	Mag. Shelv.-D-$708.60	
DeMotte IGA Supermarket	4.52	Newspapers-D	9.00
DeMotte Office Supply	2.13	Calendars-D-$4.36	9.53
	2.13	Office Sup.-W-$5.17	
EBSCO	4.52	Magazine-R	192.50
Educators Progress Ser.,Inc.	4.51	Books	28.55
Encyclopedia of World Biography	4.51	Books	575.00
Facts on File, Inc.	4.52	Magazine-R	395.00
Farm Bureau Insurance	3.42	Building Insurance	~~176.50~~ 632.25
Gale Research Company	4.51	Books	39.35
Genealogical Pub. Co., Inc.	4.51	Books	21.60
Great Western Supply	2.13	Office Supplies	307.93
Haley's Safe & Key Shop	3.62	Unlock File Cabinet-R	59.78
Hensley Sewage	3.61	Sewage Repair-R	45.00

Heritage Office Products	2.13	Office Supplies	9.84
Highsmith	4.51	Processing Supplies	199.05
Hollandale Builders, Inc.	3.61	Repairs-D	93.40
ILA/CYPD Annual Conference	3.24	Professional Mtg.-Bray	32.00
Indiana University	4.51	Books	20.50
Ingram	4.51	Microfiche Sub.	55.00
Lafayette Journal Courier	4.52	Newspaper-R	91.00
Life Skills Education	4.51	Pamphlets	28.75
Martin, Mary K.	3.23	Mileage	23.60
Modrak	2.21	Janitorial Supplies	35.52
Mumford Library Book Sales	4.51	Books	423.86
Nancy Renfro Studios, Inc.	2.41	Puppet-R	31.85
National Geographic Society	4.51	Books	10.01
Ooms Bros. Disposal Service	3.95	Trash Pick-Up-D	10.00
Perma-Bound	4.51	Books	7.82
Postmaster General	3.22	Postage	72.00
Quality Paperback Book Club	4.51	Books	1.41
Quill Corporation	4.40	Shears-W-$10.71	52.76
	2.13	Office Supplies-$42.05	
Rentech Inc.	3.61	Conservolite-R	99.50
Root, Wilburn	3.61	Repairs-D	25.30
Rucinski, Joan	GIFT FUND-DeMotte		25.00
Salyers, Catherine A.	3.23	Mileage-$20.80	224.89
	3.22	Postage-$40.38	
	3.62	Repair Printer-$55.00	
	4.40	Storage Shed-D-$108.71	
Salyers, Catherine A.	PETTY CASH-DeMotte		21.06
	3.22	Postage-$9.52	
	2.41	Film-$9.29	
	2.22	Mowing Gas-$2.25	
Salyers, Catherine A.	PETTY CASH-Rensselaer		29.74
	3.22	Postage-$15.51	
	2.22	Mowing Gas-$4.48	
	2.41	Batteries-$5.88	
	2.21	Janitorial Sup.-$3.87	
Salyers, Catherine A.	PETTY CASH-Wheatfield		22.95
	3.22	Postage-$5.70	
	3.72	P.O. Box Rental-$5.00	
	2.21	Janitorial Sup.-$12.25	
Schultz Bros. Co.	2.41	Library Sup.-R	11.02
Silver Burdett Company	4.51	Books	89.86
Smith's True Value Farm Store	4.40	Dolly with Straps-R	49.37
Stan Wanner & Associates	4.51	Books	29.92
Tom's Supermarket	2.21	Janitorial Sup.-R	22.23
Totline Press	4.52	Magazine Sub.-R	18.00
Trapp Publishing Service	4.51	Books	23.75
Tysen's Country Grocery	GIFT FUND-DeMotte		2.77
U.S. Gov. Printing Office	4.51	Books	6.00
		TOTAL [B]	10,990.23 ~~10,534.48~~
		TOTAL [A] + [B]	12,906.03 ~~12,450.28~~

CONSTRUCTION FUND

BILLS TO BE ALLOWED AUGUST 11, 1986

DEMCO	128.18
Hamstra Builders, Inc.	~~6,240.00~~ 6515.00
Heritage Office Products	750.00
United Telephone Company	89.50
TOTAL	7,482.68 ~~7,207.68~~

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

July 19 86

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 43 req. for D & W 73	D filled 5 req. for Rens. 23	Wh. filled 5 req. for Rens. 0
b. Received	48	16	0
c. Outstanding	25	7	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	32 R 24 C	63	48
b. Total Registered	8,807		
3. REFERENCE QUESTIONS			
a. Telephone	121	168	75
b. In Person	362	252	95
4. LOCAL HISTORY-GENEALOGY			
a. In person	14		
b. Microfilms Used	5		
c. Research by Mail	5		
d. Oral Histories	0		

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING July 31, 1986

	1985	1986	
Monthly Circulation	14,549	18,153	
Daily Average	560	698	
January to Date Total Circulation	97,775	110,663	+13%

Rensselaer	249 /day
DeMotte	235 /day
Wheatfield	214 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	21		8	1,279	52			970	76			680
Non-Fiction	62		75	969	98			711	45			465
Paperbacks	5			803	16			628				996
CHILDREN'S BOOKS:												
Fiction	16		378	1,702	30			2,083	152			1,838
Non-Fiction	25		328	588	17			561	84			489
FILMSTRIPS	6											
MAGAZINES:												
Adult				431				508				252
Children				8								
MAPS, PICTURES, PHOTOS, PRINTS				12				3				47
MICROFILM												
PAMPHLETS	153		119	57				22				3
SOUND RECORDINGS	17		65	205	2			147				108
CED's				6								4
VHS's	6		1	426				479	5			673
TOTAL	311		1,004	6,486	221			6,112	362			5,555
Percent of Increase (+) or Decrease (-)				+6%				+19.6%				+67.5%

SEPTEMBER

AGENDA.....September 8, 1986

1. Minutes

2. Bills/Financial Reports

3. Director's Report
   3.1 Circulation
   3.2 Health Insurance
   3.3 Videodisc policy

4. Wheatfield Business

5. Rensselaer Business

6. DeMotte Business

MINUTES.....August 11, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on August 11, 1986 at 7:10 pm at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Wanda Stewart, trustee, and Cathy Salyers, library director.

MINUTES: On a motion by Will Doty, seconded by Wanda Stewart, the minutes of the July 14 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Miriam Lawyer, seconded by Bob Souza the board voted unanimously to release $13,245.45 of Hamstra's retainage pending final inspection by LOM.

On a motion by Bob Souza, seconded by Miriam Lawyer, the bills and financial statements for the operating and construction funds were accepted as presented.

DIRECTOR'S REPORT: Mrs. Salyers noted increased circulation for all three libraries and that total yearly circulation was over 100,000 as of July 31.

Mrs. Salyers reported that the auditor had complete her visit and held an exit interview with the library's accountant and director noting that there were no major problems to report.

On a motion by Bob Souza, seconded by Miriam Lawyer, the board voted unanimously to adopt the proposed salary range schedule as presented and to include the range schedule in the staff policy.

On a motion by Wanda Stewart, seconded by Bob Souza, board voted unanimously to appoint Cathy Salyers as the library's representative to the NIALSA Board of Directors.

RENSSELAER BUSINESS: Mrs. Salyers reported that the roof had been tarred and noted that Mr. Burge, the roofer, stated that the gutters were rusting.

She further reported that the Friends of the Rensselaer Library will hold a book sale at the Little Cousin Jasper Festival.

WHEATFIELD BUSINESS; Miriam Lawyer reported on the plans for dedication and open house. She suggested cake, punch and coffee for refreshments; engraved invitiations and a brochure; signage regarding no eating and drinking outside

the meeting room; setting the date be delayed pending confirmation of a speaker. Final plans are to be discussed at the next meeting.

DEMOTTE BUSINESS: Arts & Crafts Fair was discussed briefly.

ADJOURNMENT: By consensus the board meeting adjourned at 9:00 pm.

MINUTES.....AUGUST 11, 1986

The public hearing on the 1987 library budget was held at 7:00 pm at the Rensselaer Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Wanda Stewart, trustee, and Cathy Salyers, library director.

Since no representative from the public was present to question or protest the advertised budget, the meeting adjourned at 7:10 pm by consensus.

MINUTES.....AUGUST 18, 1986

The Jasper County Public Library met on August 18, 1986 at 7:00 pm for the purpose of adopting the 1987 budget. Those present were Mary Linda Casey, president, Bob Souza, treasurer, Will Doty, secretary, Wanda Stewart, trustee, and Cathy Salyers, library director.

On a motion by Wanda Stewart, seconded by Will Doty, the board voted unanimously to adopted the budget as advertised.

The meeting adjourned by consensus at 7:30 pm.

OPERATING FUND

BILLS TO BE ALLOWED SEPTEMBER 8, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	644.11
NIPSCO	3.51	DeMotte	482.40
NIPSCO	3.51	Wheatfield	506.93
Northwestern Ind. Tele. Co.	3.21	DeMotte	54.68
United Telephone Co.	3.21	Rensselaer-$203.67	504.54
	4.51	Books-$300.87	
United Telephone Co.	3.21	Wheatfield	70.10
		TOTAL [A]	2,262.76

Other Claims:

A A Builders, Inc.	3.61	Erect Storage Bldg.-D	100.00
Ace Hardware	2.32	Paint-D-$15.65	23.90
	4.40	Padlock-D-$8.25	
Associated Libraries, Inc.	4.51	Books	1,609.11
Baker & Taylor	4.51	Books	1,520.19
Becker, Bob	3.96	Mowing-D	30.00
Becker, Margaret	3.23	Mileage	99.20
The Bolton Press	4.51	Books	12.95
Bray, Julie	3.23	Mileage	8.80
Brodart Co.	2.41	Sys.Tape & Sys.Cards	684.33
Burge, Floyd	3.61	Repair roof-R	900.00
Central States Sales Corp.	2.41	Projector Lamp	12.24
Corning, Jacquelyn	3.23	Mileage	24.00
Daugherty, Lynn	3.23	Mileage-$46.20	62.42
	4.52	Newspapers-D-$11.25	
	4.40	Date Stamp-W-$1.29	
	GIFT	FUND-DeMotte-$3.68	
DEMCO	4.51	Processing Sup.-$53.50	138.00
	2.41	Library Sup.-$84.50	
Dugan's Office Supply	2.13	Rolodex Cards	18.25
Gaylord	4.40	Equipment-R-$209.64	301.41
	4.51	Processing Sup.-$91.77	
Harvey's	2.21	Janitorial Sup.-W	3.99
Heritage Office Products	2.13	Office Sup.-$13.57	805.57
	3.95	Ser.Con.Copier-D-$792	
Howard, Philip	3.96	Mowing-W	60.00
Ingram	4.53	VHS	101.08
Kankakee Valley Post-News	3.31	Budget Advertisement	51.62
Main Line Book Company	4.51	Books	20.90
Marsh, Michelle	3.23	Mileage	8.80
Monroe	2.42	Copier Paper	301.85
Mumford Library Book Sales, Inc.	4.51	Books	15.97
National Literary Distributors	4.51	Books	~~481.85~~ 477.76
Ooms Bros. Disposal Service, Inc.	3.95	Trash Pick-Up-D	10.00
Postmaster General	3.22	Postage	158.00
Professional Media Service Corp.	4.53	Records	79.25
Publishing Group, Meredith Corp.	4.51	Books	113.96
Rensselaer Republican	3.31	Ad.&Pub. of Budget	74.72
Salyers, Catherine A.	3.23	Mileage	59.20

Silver Burdett Company	4.51	Books	35.60
Tab Books Inc.	4.51	Books	114.26
Thorndike Press	4.51	Books	152.55
Tom's Supermarket	2.21	Janitorial Sup.-W	8.27
Veden, Clifford	3.96	Lawn Maintenance-W	60.00
Video Swap Mart	4.53	VHS	102.26
The Wall Street Journal	4.52	Newspaper-R	199.00
		TOTAL [B]	8,422.70 59 41
		TOTAL [A] + [B]	10,725.48 2 17

CONSTRUCTION FUND

BILLS TO BE ALLOWED SEPTEMBER 8, 1986

Ace Hardware		95.29
Evergreen		125.00
Gaylord		46.59
Lee Company Inc.		870.00
	TOTAL	1,136.88

Jasper County Public Library

North Van Rensselaer Street

Rensselaer, Indiana 47978

Balance of All Funds = August 1986

	1	2	3	4
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana				
Operating Fund Balance			6,579.05	
Rensselaer Gift Fund Balance			434.16	
DeMotte Gift Fund Balance			524.50	
Wheatfield Gift Fund Balance			1,426.80	
Bond No. # 1 - DeMotte - Balance				
Bond No. # 2 - Wheatfield - Balance				
LIRF Account Balance			640.91	
Reserve for Insurance Collected			586.92	
Total of All Accounts - in Northwest National Bank Super Now Checking Account				10,192.34
Construction Fund Checking Account @ Northwest National Bank Account No. #21-1702-6				3,413.92
Investments - Northwest National Bank of Rensselaer				
Construction Fund Hi Fi Account # 70-0347-8			32,552.26	
Bond Investment Hi Fi Account #70-0195-1				
Operating Hi Fi Account # 70-193-6				
Operating Money		81,897.45		
Bond No.#1 - DeMotte		9,964.05		
Bond No. #2 - Wheatfield		64,665.77		
		156,527.27	156,527.27	
Operating Certificate of Deposit				
LIRF Investment				
Bond Certificate of Deposit				
Bond Investment				
Total Investments				189,079.53
Total of All Funds Ending August 1986				202,685.79

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved by		

Month August 1986

	Beginning Appropriation	Spent this Month	Spent to Date	Ending Appropriation	
	1		2	3	
Salary - Librarian	23,000.00	1,916.68	15,333.44	7,666.56	1
Salary - Assistants	156,054.00	12,224.71	99,297.15	56,756.85	2
Salary - Janitors	7,515.00	527.00	3,748.08	3,766.92	3
Employee's Benefits	18,500.00	1,048.83	9,029.33	9,470.67	4
Other Personal Services	1,000.00		135.00	865.00	5
Office Supplies	4,500.00	376.92	2,438.43	2,061.57	6
Operating Supplies	3,950.00	41.11	1,071.82	2,878.18	7
Repair & Maintenance Supplies	700.00	3.87	11.96	688.04	8
Other Supplies	6,000.00	441.60	2,661.48	3,338.52	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	816.61	8,395.76	5,454.24	11
Printing & Advertising	600.00		85.71	514.29	12
Insurance & Bonds	3,350.00	2,651.25	8,650.65	- 5,300.65	13
Utility Services	17,600.00	1,557.50	9,338.16	8,261.84	14
Repairs & Maintenance -Bldg's	13,000.00	322.98	6,473.00	6,527.00	15
Rentals - Real Est. & Equip.	1,001.00	5.00	50.86	950.14	16
Dues, Interest, Taxes & Assess.	1,001.00		50.00	951.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	55.00	1,795.00	2,405.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	882.39	12,253.50	-2,253.50	21
Books	62,000.00	4,589.49	49,147.82	12,852.18	22
Periodicals & Newspapers	7,000.00	705.50	9,736.89	-2,736.89	23
Nonprint Materials-Micro,Audio	8,500.00		4,530.71	3,969.29	24
	379,824.00	28,166.44	244,274.75	135,549.25	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56	28,166.44	245,435.20	138,298.36	28
					29
					30
Beginning Balance	232,665.94				31
Plus Deposits	161,293.65				32
Minus Checks	191,273.80				33
					34
Ending Balance	202,685.79				35
					36
					37
					38
					39
					40

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

August 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 37 req. for D & W 43	DeM filled 15 req. for R 21	5
b. Received	34	17	5
c. Outstanding	9	4	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	42 R 26 C	52	104
b. Total Registered	8,893		
3. REFERENCE QUESTIONS			
a. Telephone	135	158	81
b. In Person	223	280	76
4. LOCAL HISTORY-GENEALOGY			
a. In person	10		
b. Microfilms Used	3		
c. Research by Mail			
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING August 31, 1986

	1985	1986	
Monthly Circulation	13,866	14,796	
Daily Average	514	569	
January to Date Total Circulation	111,641	125,459	+12%

Rensselaer	204 /day
DeMotte	200 /day
Wheatfield	165 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	6			1,198	59		10	848	52			635
Non-Fiction	10			854	44		5	741	63			420
Paperbacks	6			429				655	9			1,196
CHILDREN'S BOOKS:												
Fiction	7			1,231	17			1,416	26			1,099
Non-Fiction	19			462	4			389	23			282
FILMSTRIPS												
MAGAZINES:												
Adult				299				549				295
Children				33								
MAPS, PICTURES, PHOTOS, PRINTS				3								33
MICROFILM												
PAMPHLETS	103		55	116				16				2
SOUND RECORDINGS	10		64	210	5			92				75
CED's				6								
VHS's				459			1	480				655
TOTAL	161		119	5,300	129		16	5,204	173			4,292
Percent of Increase (+) or Decrease (-)				-13%				+21%				+24%

OCTOBER

AGENDA .....October 13, 1986

1. Wheatfield Lions Club
   1.1 Use of old building

2. Minutes

3. Bills/Financial Statement

4. Director's report
   4.1 Circulation
   4.2 Public records policy
   4.3 Public relations policy
   4.4 Insurance
   4.5 Holidays
   4.6 Nominating committee

5. Wheatfield business
   5.1 Open house
   5.2 Directional signs
   5.3 Landscaping
   5.4 Jerry Grube donation
   5.5 Jaycees donation

6. Rensselaer business
   6.1 Pollyanne Sydow -new Technical Services Manager

7. DeMotte business

Wheatfield utilities

[illegible]	1985	167.36
Feb	1985	208.11
Mar	1985	169.58
Ap	1985	121.46
May	1985	97.92
Jun	1985	57.01
Jul	1985	70.34
Aug	1985	97.07
Sep	1985	81.30
Oct	1985	61.43
Nov	1985	98.76
Dec	1985	177.93
Total		1408.27
Ave. monthly cost		117.36

Library was open an average of 180 hours per month in 1985

Jul	1986	30.71
Aug	1986	30.65
Sep	1986	32.26

Library was closed July-Sept 1986 except for an occasional meeting.

Dusk to dawn light is 12.18 per month or $146.16 per year.

MINUTES.....September 8, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on September 8, 1986 at 7:10 pm at the Rensselaer Public Library. Those present were Mary Linda Casey, president, Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Wanda Stewart, Barbara Leestma, Frank Wright trustees, Lynn Daugherty, coordinator of the branches and Cathy Salyers, library director.

MINUTES: On a motion by Bob Souza, seconded by Barbara Leestma, the minutes of the August 11 and August 18 meetings were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Miriam Lawyer, seconded by Frank Wright, the bills and financial statements for the operating and construction funds were accepted as presented.

DIRECTOR'S REPORT: Mrs. Salyers noted increased circulation for the library system with a 13% decrease at Rensselaer, a 21% increase at DeMotte, and a 24% increase at Wheatfield.

Mrs. Salyers reported that the staff will be talking to Jerry Lilly concerning health insurance through the Chamber of Commerce on Wednesday. President Casey requested that Mrs. Salyers contact the library's attorney concerning a governmental agency joining the Chamber.

On a motion by Miriam Lawyer, seconded by Will Doty, the board voted unanimously to increase insurance coverage on the contents of the DeMotte Library to $55,000.

Mrs. Salyers noted that the videodisc machines and movies that were purchased through the Friends of the Library groups are now considered library property and will be circulated under the existing library equipment policy. All special policies concerning the videodisc equipment will no longer be in effect.

WHEATFIELD BUSINESS: There was a lengthy discussion of landscaping for the new Wheatfield building. Lynn Daugherty presented three plans and bids. The bids were as follows: Hubinger - $2693; Evergreen, $2663, and Jolink, $1381.85. On a motion by Miriam Lawyer, seconded by Wanda Stewart, the board voted 3-2 in favor of granting the bid for landscaping to Jolink's under the terms that the work be completed in 4 weeks or another landscaper would be hired to complete with Mr. Jolink paying any difference in cost and that pachysandra and fairy rose be substituted.

On a motion by Frank Wright, seconded by Wanda Stewart, the board voted 4-1 with Bob Souza abstaining to hold the Wheatfield open house on November 2, 1986 from 2-5 pm.

ADJOURNMENT: By consensus the board meeting adjourned at 8:49 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved By		

Month September 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1,916.68	17,250.12	5,749.88	1
Salary - Assistants	156,054.00	12,270.83	111,567.98	44,486.02	2
Salary - Janitors	7,515.00	493.00	4,241.08	3,273.92	3
Employee's Benefits	18,500.00	1,042.50	10,071.83	8,428.17	4
Other Personal Services	1,000.00		135.00	865.00	5
Office Supplies	4,500.00	31.82	2,470.25	2,029.75	6
Operating Supplies	3,950.00	96.76	1,168.58	2,781.42	7
Repair & Maintenance Supplies	700.00	15.65	27.61	672.39	8
Other Supplies	6,000.00	1,415.41	4,076.89	1,923.11	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	732.65	9,128.41	4,721.59	11
Printing & Advertising	600.00	126.34	212.05	387.95	12
Insurance & Bonds	3,350.00		8,650.65	- 5,300.65	13
Utility Services	17,600.00	1,633.44	10,971.60	6,628.40	14
Repairs & Maintenance -Bldg's	13,000.00	3,338.12	9,811.12	3,188.88	15
Rentals - Real Est. & Equip.	1,001.00	52.00	102.86	898.14	16
Dues, Interest, Taxes & Assess.	1,001.00		50.00	951.00	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	952.00	2,747.00	1,453.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	-2,970.08	9,283.42	716.58	21
Books	62,000.00	4,519.39	53,667.21	8,332.79	22
Periodicals & Newspapers	7,000.00	210.25	9,947.14	-2,947.14	23
Nonprint Materials-Micro,Audio	8,500.00	664.74	5,195.45	3,304.55	24
	379,824.00	26,541.50	270,816.25	109,007.75	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56	26,541.60	271,976.70	111,756.86	28
					29
					30
Beginning Balance 202	685.79				31
Plus Deposits 30	750.35				32
Minus Checks 55	806.91				33
					34
Ending Balance 177	629.23				35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	1	2	3	4	
Balance of All Funds = September 1986					
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana					1
Operating Fund Balance			8,382.56		2
Rensselaer Gift Fund Balance			434.16		3
DeMotte Gift Fund Balance			540.82		4
Wheatfield Gift Fund Balance			1,861.80		5
Bond No. # 1 - DeMotte - Balance					6
Bond No. # 2 - Wheatfield - Balance					7
LIRF Account Balance			640.91		8
Reserve for Insurance Collected			586.92		9
Res. for FICA Tax Collected			7.15		10
Res. for State Tax Co..3.00 & Res. for County Tax 1.00			4.00		11
Total of All Accounts - in Northwest National Bank					12
Super Now Checking Account				12,458.32	13
					14
					15
Construction Fund Checking Account @ Northwest National Bank					16
Account No. #21-1702-6				3,429.37	17
					18
Investments - Northwest National Bank of Rensselaer					19
Construction Fund Hi Fi Account # 70-0347-8			31,565.62		20
Bond Investment Hi Fi Account #70-0195-1					21
Operating Hi Fi Account # 70-0193-6			130,175.92		22
Operating Money	55,546.10				23
Bond No.#1 - DeMotte	9,964.05				24
Bond No. #2 - Wheatfield	64,665.77	130,175.92			25
					26
Operating Certificate of Deposit					27
LIRF Investment					28
Bond Certificate of Deposit					29
Bond Investment					30
Total Investments				161,741.54	31
					32
Total of All Funds Ending September 1986				177,629.23	33
					34
					35
					36
					37
					38
					39
					40

September

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$0.00	$349,847.91	
Retainage			18,245.45	($3,184.36)
LOM	34,500.00	0.00	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	0.00	1,027.88	$395.00
Misc.	10,000.00	$125.00	5,083.40	$4,916.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	$1,011.88	$60,573.02	$15,876.98
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	1,136.88	490,867.33	$28,004.22

BOND	$500,000.00
INTEREST	$25,696.63
CHECKS	$489,730.45
BALANCE LAST MONTH	$35,966.18
INTEREST	$165.69
CHECKS	$1,136.88
BALANCE	$34,994.99

August

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$0.00	$349,847.91	
Retainage			18,245.45	($3,184.36)
LOM	34,500.00	0.00	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	0.00	1,027.88	$395.00
Misc.	10,000.00	$0.00	4,958.40	$5,041.60
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	$967.68	$59,561.14	$16,888.86
J. Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	967.68	489,730.45	$29,141.10

BOND	$500,000.00
INTEREST	$25,512.35
CHECKS	$482,461.64
BALANCE LAST MONTH	$43,050.71
INTEREST	$184.28
CHECKS	$7,268.81
BALANCE	$35,966.18

OPERATING FUND

BILLS TO BE ALLOWED — OCTOBER 13, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	446.38
NIPSCO	3.51	DeMotte	353.82
NIPSCO	3.51	Wheatfield	363.11
Northwestern Ind. Tele. Co.	3.21	DeMotte	69.64
United Telephone Co.	3.21	Rensselaer	203.64
United Telephone Co.	3.21	Wheatfield	78.42
		TOTAL [A]	1,515.01

Other Claims:

Associated Libraries, Inc.	4.51	Books	31.45
B M Sales	3.61	Fire Ext.-R&D	67.75
Baker & Taylor	4.51	Books	248.81
Baker & Taylor	4.51	Books	1,968.00
Becker, Margaret	3.96	Mowing-D-$30.00	141.60
	3.23	Mileage-$111.60	
Ben Franklin	2.13	Office Sup.-D-$3.09	5.52
	2.41	Story Hour-D-$2.43	
Bound to Stay Bound Books	4.51	Books	153.40
Bray, Julie	3.23	Mileage	78.00
Brodart Co.	2.41	Sysdac Tape	74.33
Caddylak Systems, Inc.	4.51	Books-$47.72	88.12
	2.41	Library Sup.-$40.40	
Caedmon	4.53	Recordings	82.32
Central States Sales Corp.	2.41	Projector Bulb	6.15
The Children's Book Council	2.41	Library Supplies-R	48.24
Childrens Press	4.51	Books	202.45
Christian Book & Gift Shop	4.51	Books	55.92
Cross Stitch & Country Crafts	4.52	Magazine-D	14.97
Daisey Book Company	4.51	Books	358.95
Demco	4.51	Processing Sup.-$133.04	140.09
	2.41	Clip Art-$7.05	
DeYoung Plbg, Htg, & AC	3.61	Air Cond. Ser.-R	25.00
Dugan's Office Supply	2.13	Office Supplies	46.59
Encounter Video, Inc.	4.53	VHS	41.69
Farm Bureau Insurance	3.42	Bldg. & Work. Comp.	114.10
Fase's	2.21	Janitorial Supplies	3.00
The H. W. Wilson Company	4.51	Books	72.00
Heritage Office Products	2.13	Office Supplies	23.18
Highsmith	2.41	Library Supplies	28.15
Howard, Philip	3.96	Mowing-W	45.00
ILA	3.24	District I Meeting	262.00
Ingram	4.53	VHS	34.48
Irvin's Concrete Products	GIFT FUND-Wheatfield		44.00
Kaper's Building Material	3.61	Repairs-D	7.60
Legal Directories Pub. Co.	4.51	Books	30.47
Main Line Book Company	4.51	Books	35.07

Martin, Mary	3.23	Mileage	8.80
National Geographic Society	4.51	Books	10.20
Nolo Press	4.51	Books	13.62
Ooms Bros. Disposal Service	3.95	Trash Pick-Up-D	10.00
Postmaster General	3.22	Postage	86.00
Professional Media Ser. Corp	4.53	Recordings	90.66
Quality Books Inc.	4.51	Books	615.11
Quill Corporation	4.40	Stapler-R-$3.88	121.61
	2.13	Office Supplies-$117.73	
Reading Resources, Inc.	4.51	Books	301.01
Rensselaer Republican	3.31	Advertising	41.56
Root, Wilburn	3.61	Building Repairs-D	17.00
Salyers, Catherine A.	3.23	Mileage	55.60
Silver Burdett Company	4.51	Books	27.65
Smith's True Value Farm Store	2.33	Door Knob-R	20.95
South Central Books, Inc.	4.51	Books	85.83
Tab Books Inc.	4.51	Books	7.90
Thorndike Press	4.51	Books	40.35
Tom's Supermarket	2.21	Janitorial Sup.-R	27.17
Treckman, Helen	3.23	Mileage	9.00
Tysen's Country Grocery	2.21	Janitorial Sup.-D-$16.50	21.34
	2.41	Batteries-W-$4.84	
United Chambers Insured Plans	1.23	Group Insurance	343.25
Upstart	2.41	Library Sup.-D	41.14
Veden, Clifford	3.96	Lawn Maintenance-W	5.00
Waldenbooks	4.51	Books	49.24
		TOTAL [B]	6,628.39
		TOTAL [A] + [B]	8,143.40

CONSTRUCTION FUND

BILLS TO BE ALLOWED — OCTOBER 13, 1986

B M Sales and Service	240.00
United Telephone Company	189.16
JolinK Landscaping	1,997.50
TOTAL	2,426.66

1987 Holiday Schedule

January 1	Thursday	New Year's Day
February 16	Monday	President's Day
May 25	Monday	Memorial Day
July 4	Saturday	Independence Day
September 7	Monday	Labor Day
November 26	Thursday	Thanksgiving Day
December 24	Thursday	Christmas Eve
December 25	Friday	Christmas Day
December 31	Thursday	New Year's Eve

Jack Kellogg, Construction Manager

October 24, 1985	$700
November 2, 1985	$350
November 9, 1985	$250
December 7, 1985	$250
January 11, 1986	$350
January 25, 1986	$700
February 4, 1986	$450
February 17, 1986	$650
February 28, 1986	$750
March 11, 1986	$450
March 21, 1986	$700
April 1, 1986	$450
April 12, 1986	$900
April 28, 1986	$500
May 12, 1986	$600
May 26, 1986	$550
June 10, 1986	$100
September 8, 1986	$150
TOTAL	$8,850

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

September 19 86

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 45 req. for branches 18	DeM filled 21 req. for Rens. 29	Wh. filled 9 req. for Rens. 4
b. Received	10	18	3
c. Outstanding	8	11	1
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 17 Co 15	36	66
b. Total Registered	8,997		
3. REFERENCE QUESTIONS			
a. Telephone	243	205	94
b. In Person	338	332	128
4. LOCAL HISTORY-GENEALOGY			
a. In person	18		
b. Microfilms Used	2		
c. Research by Mail	2		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING September 30, 1986

	1985	1986	
Monthly Circulation	10,750	14,358	
Daily Average	448	574	
January to Date Total Circulation	122,391	139,817	+13%

Rensselaer	243 /day
DeMotte	177 /day
Wheatfield	154 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS: Fiction	57		1	1,124	34			665	55			528
Non-Fiction	21		1	1,174	53			744	44			537
Paperbacks				430				514				710
CHILDREN'S BOOKS: Fiction	21		1	1,355	12			1,103	26			802
Non-Fiction	15		1	538	6			347	9			228
FILMSTRIPS	3			2								1
MAGAZINES: Adult				457				461				307
Children				10								
MAPS, PICTURES, PHOTOS, PRINTS				14				22				39
MICROFILM												
PAMPHLETS	52		2	352				57				7
SOUND RECORDINGS	51		1	240	11			96	10			89
CED's				2				6				3
VHS's	3			382				418	4			594
TOTAL	223		7	6,080	116			4,433	148			3,845
Percent of Increase (+) or Decrease (-)				+24%				+29%				+59%

NOVEMBER

AGENDA.....NOVEMBER 10, 1986

1. Executive session
   1.1 staff reorganization plan

2. Minutes

3. Bills/Financial statements
   3.1 Hamstra's final payment

4. Director's report
   4.1 Circulation
   4.2 Public Relations Policy\publicity
   4.3 Director's evaluation

5. Nominating committee

6. Rensselaer
   6.1 GAR papers/Donation procedures
   6.2 Staff changes

7. DeMotte
   7.1 Jackie Corning's resignation
   7.2 Staff changes

8. Wheatfield
   8.1 Open house report
   8.2 Furniture update

MINUTES.....October 13, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on October 13, 1986 at 7:00 pm at the Rensselaer Public Library. Those present were Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Wanda Stewart, Barbara Leestma, Frank Wright trustees, and Cathy Salyers, library director.

WHEATFIELD LIONS CLUB: On a motion by Will Doty, seconded by Wanda Stewart, the board voted unanimously to permit the Lions Club of Wheatfield to use the old library building for a period of one year rent free if they paint the building with the stipulation that the library will pay utilities on the building for the one year period up to a maximum cost of $40.00 per month excluding the cost of the existing security light. Mrs. Salyers was instructed to contact the Lions Club and the library attorney concerning this proposal.

MINUTES: On a motion by Frank Wright, seconded by Wanda Stewart, the minutes of the September 8 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Will Doty, seconded by Barbara Leestma, the bills and financial statements for the operating and construction funds were accepted as presented.

DIRECTOR'S REPORT: Mrs. Salyers reported increases in circulation for all three libraries noting that the year-to-date total circulation was up 13% over last year.

On a motion by Barbara Leestma, seconded by Wanda Stewart, the board voted unanimously to add the following to the Public Records Policy: Identity of a donor will not be disclosed if after the gift is made, the donor or a member of the donor's family requests nondisclosure. Records deposited with, or acquired by, the Library upon a condition that the records be disclosed only: a. To qualified researchers, b. After the passing of a period of years that is specified in the documents under which the deposit or acquisition is made or c. After the death of persons specified at the time of the acquisition or deposit.

Mrs. Salyers distributed a proposed Public Relation Policy. Discussion on the document was tabled until the November meeting.

Mrs. Salyers noted that Bill Moriarty donated the fee for joining the Chamber of Commerce in order for the library staff members to be eligible for the health insurance plan.

She further noted that five staff members applied for the plan. At this time, there was no information as to whether the applications had been accepted.

On a motion by Wanda Stewart, seconded by Bob Souza, the following holidays were unanimously approved for 1987: January 1, February 16, May 25, July 4, September 7, November 26, December 24, December 25, December 31.

In the absence of the President, Mrs. Salyers reported that Mrs. Casey had appointed Bob Souza and Barbara Leestma to the nominating committee.

WHEATFIELD BUSINESS; Miriam Lawyer reported that the Friends of the Library would be decorating tables and providing cake and punch for the open house. By consensus the board decided to provide red, engraved napkins, have a photographer, and send publicity to Gary Post as well as the local news media.

Mrs. Salyers reported that the Friends of the Library were purchasing directional signs. She further reported that the landscaping had been completed, the bench donated by Jerry Grube was on order, and the Jaycees donated $425. There was a brief discussion of installing a bike rack similar to the one at Rensselaer.

RENSSELAER BUSINESS: Mrs. Salyers reported that Pollyanne Sydow had been hired as Technical Services Manager.

DEMOTTE BUSINESS: On a motion by Will Doty, seconded by Frank Wright, the board voted unanimously to have Bruce Rayburn replace the defective air conditioning unit with the stipulation that the warranty coverage extend through next summer.

ADJOURNMENT: By consensus the board meeting adjourned at 8:10 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

Month October 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1,916.68	19,166.80	3,833.20	1
Salary - Assistants	156,054.00	12,901.41	124,49.39	31,584.61	2
Salary - Janitors	7,515.00	447.85	4,688.93	2,826.07	3
Employee's Benefits	18,500.00	1,098.21	11,170.04	7,329.96	4
Other Personal Services	1,000.00		135.00	865.00	5
Office Supplies	4,500.00	190.59	2,660.84	1,839.16	6
Operating Supplies	3,950.00	30.17	1,198.75	2,751.25	7
Repair & Maintenance Supplies	700.00	37.45	65.06	634.94	8
Other Supplies	6,000.00	245.68	4,322.57	1,677.43	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	700.70	9,829.11	4,020.89	11
Printing & Advertising	600.00	41.56	253.61	346.39	12
Insurance & Bonds	3,350.00	114.10	8,764.75	-5,414.75	13
Utility Services	17,600.00	1,163.31	12,134.91	5,465.09	14
Repairs & Maintenance -Bldg's	13,000.00	117.35	9,928.47	3,071.53	15
Rentals - Real Est. & Equip.	1,001.00		102.86	898.14	16
Dues, Interest, Taxes & Assess.	1,001.00		50.00	951.00	17
Transfer to Lib. Improv. Reserve	15,000.00			-15,000.00	18
Maintenance Contracts	4,200.00	90.00	2,837.00	1,363.00	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	3.88	9,287.30	712.70	21
Books	62,000.00	4,439.32	58,106.53	3,893.47	22
Periodicals & Newspapers	7,000.00	56.66	10,003.80	-3,003.80	23
Nonprint Materials-Micro,Audio	8,500.00	207.46	5,402.91	3,097.09	24
	379,824.00	23,802.38	294,618.63	85,205.37	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	00	27
	383,733.56		295,779.08	87,954.48	28
					29
					30
Beginning Balance	8,382.56				31
Plus Deposits	1,330.19				32
Minus Checks	23,802.38				33
					34
Ending Balance	-14,089.63				35
					36
					37
					38
					39
					40

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared By		
Approved By		

	1	2	3	
Balance of All Funds = Month		October	1986	
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana 47978				1
				2
Operating Fund Balance		-14,089.63		3
Rensselaer Gift Fund Balance		434.16		4
DeMotte Gift Fund Balance		550.82		5
Wheatfield Gift Fund Balance		1,817.80		6
Bond Account Balance				7
LIRF Account Balance		640.91		8
Reserve for Insurance Collected		284.91		9
				10
				11
				12
Total of All Accounts - in Northwest National Bank Checking - Super Now Account			(-10,361.03)	13 14*
				15
				16
Construction Fund Checking Account @ Northwest National Bank No.#21-1702-6			1,013.96	17 18*
				19
Investments - Northwest National Bank of Rensselaer, Indiana				20
				21
Construction Fund Hi-Fi Account #70-0347-8		31,709.36		22
Bond Investment HiFi Account #70-0195-1				23
Operating Hi Fi Account #70-193-6		130,768.72*		24
Hi Fi Account				25
Operating Certificate of Deposit				26
LIRF Investment				27
Bond Certificate of Deposit				28
Bond Investment				29
				30
				31
				32
Total Investments			162,478.08	33*
				34
Total of All Funds Ending October (month) 1986			153,131.01	35
				36
				37
				38
				39
				40

*Operating Balance 56,138.90
~~Building # 1 9,964.05~~
~~Building # 2 64,665.77~~
130,768.72*

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$0.00	$349,847.91	
Retainage			18,245.45	($3,184.36)
LOM	34,500.00	0.00	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	0.00	1,027.88	$395.00
Misc.	10,000.00	$1,997.50	7,080.90	$2,919.10
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture Equipment	76,450.00	$429.16	$61,002.18	$15,447.82
Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	2,426.66	493,293.99	$25,577.56

BOND	$500,000.00
INTEREST	$25,862.32
CHECKS	$490,867.33
BALANCE LAST MONTH	$34,994.99
INTEREST	$154.99
CHECKS	$2,426.66
BALANCE	$32,723.32

OPERATING FUND

BILLS TO BE ALLOWED — NOVEMBER 10, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	442.75
NIPSCO	3.51	DeMotte	316.10
NIPSCO	3.51	Wheatfield	396.67
Northwestern Ind. Tele. Co.	3.21	DeMotte	61.78
United Telephone Co.	3.21	Rensselaer	245.39
United Telephone Co.	3.21	Wheatfield	76.75
		TOTAL [A]	1,539.44

Other Claims:

A A Builders, Inc.	GIFT	FUND-Wheatfield	272.95
A. E. Boyce Co., Inc.	2.11	Official Records	47.40
Ace Hardware	3.61	Hooks-D-$6.38	54.35
	2.32	Paint-W-$47.97	
American Library Association	3.91	Dues-1987	330.00
Baker & Taylor	4.51	Books	329.36
Baker & Taylor	4.51	Books	2,554.25
Becker, Bob	3.96	Lawn Maintenance-D	45.00
Becker, Margaret	3.23	Mileage	111.60
Ben Franklin	2.41	Wrapping Paper	3.51
Berrien Bindery	4.51	Book Binding	48.20
Brodart Co.	2.41	Sysdac Tape & Ribbons	158.31
Campbell Printing Company	2.12	Stationery	220.00
Constructive Playthings	4.53	Records-$167.64	209.46
	2.41	Bull. Bd.-CR-R-$41.82	
Corning, Jacquelyn	3.23	Mileage	50.90
Crestwood House	4.51	Books	91.54
Daugherty, Lynn	3.23	Mileage-$30.40	55.29
	4.51	Books-$14.27	
	2.41	Burlap-$10.62	
DEMCO	4.40	Safety Mirror-R-$48.01	84.46
	2.41	Library Sup.-$36.45	
DeMotte Office Supply	2.13	Calendar-D	4.25
Dugan's Office Supply	4.40	Pcl.Sharp.-CR-R-$11.67	45.04
	4.40	Cash Tray-R-$23.60	
	4.40	Printwheel-D-$9.77	
Facts on File, Inc.	4.51	Books	74.77
Fagen, Charlotte	3.23	Mileage	12.00
Farm Bureau Insurance	3.42	Building Ins.	26.20
Frank B. Hall & Co.	1.23	Group Ins.	371.50
Gumdrop Books	4.51	Books	160.78
H. W. Wilson Company	4.51	Books	145.00
Harvey's	2.21	Jan. Sup.-R-$2.34	6.39
	2.13	Office Sup.-$3.18	
	2.41	Library Sup.-R-$.87	
Heritage Office Products	2.13	Office Sup.-$9.25	81.75
	3.62	Repair Type.-W-$72.50	
Hook's	4.52	Newspapers	8.10
Howard, Philip	3.96	Mowing-W	67.50
Indiana Library Association	3.91	Dues-1987	75.00

Indiana Library Trustee Asso.	3.91	Dues-1987	303.86
Ingram	4.53	VHS	146.99
KanKaKee Valley Post-News	3.31	Job Advertisement	17.90
Long's Gifts	GIFT	FUND-Wheatfield	20.84
Main Line BooK Company	4.51	Books	18.20
Martin, Mary K.	3.23	Mileage	61.50
Mumford Library BooK Sales, Inc.	4.51	Books	229.09
NIALSA	3.24	Professional Mtg.	5.00
Ooms Bros. Disposal Service, Inc.	3.95	Trash Pick-Up-D	10.00
Postmaster General	3.22	Postage	100.00
Quality BooKs Inc.	4.51	Books	40.82
Quill Corporation	2.13	Office Supplies	41.24
R. R. Bowker	4.51	BooKs	383.97
Rensselaer Monument, Inc.	GIFT	FUND-Wheatfield	125.00
Rensselaer Republican	3.31	Advertising	37.11
Ricker, Lois	3.23	Mileage	8.80
Root, Wilbur	1.31	Personal Services	39.00
Salyers, Catherine A.	3.23	Mileage	51.60
Salyers, Catherine A.	PETTY	CASH-DeMotte	22.39
	2.13	Office Sup.-D-$3.04	
	2.41	Library Sup.-D-$3.40	
	4.52	Newspapers-$2.25	
	4.51	BooKs-$10.20	
	2.21	Mowing Gas-D-$3.50	
Scholastic Inc.	4.51	Magazine-R & D	9.00
Silver Burdett Company	4.51	BooKs	63.25
Simplex	3.95	Fire Alarm Contract-W	150.00
South Central BooKs, Inc.	4.51	Books	119.48
Stricklin, Van	3.62	Repair Cassette Rec.	41.00
Tachtiris, George	3.13	Photo.-W Dedication	20.00
Tachtiris, Jill	3.23	Mileage	8.80
Tom's Supermarket	2.21	Janitorial Sup.-$21.56	31.85
	2.41	Film-$10.29	
Trend Enterprises Inc.	2.41	Bulletin Board-R	32.00
Wisdom, Harriet	3.23	Mileage	33.70
		TOTAL [B]	7,917.25
		TOTAL [A] + [B]	9,456.69

CONSTRUCTION FUND

BILLS TO BE ALLOWED — NOVEMBER 10, 1986

Brodart Co.		256.35
Demco		300.04
Highsmith		1.97
Robbins Associates		9,454.00
	TOTAL	10,012.36

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

October 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens. filled 88 req. for branched 34	DeM filled 9 req. for Ren. 29	Wh. filled 12 req. for Ren. 8
b. Received	26	23	8
c. Outstanding	8	6	0
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	3 NR 76 R 36 Co	64	88
b. Total Registered	9,264		
3. REFERENCE QUESTIONS			
a. Telephone	229	240	118
b. In Person	401	404	240
4. LOCAL HISTORY-GENEALOGY			
a. In person	10		
b. Microfilms Used	8		
c. Research by Mail	1		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM

FOR MONTH ENDING October 31, 1986

	1985	1986	
Monthly Circulation	14,112	16,015	
Daily Average	543	616	
January to Date Total Circulation	136,503	155,832	+14%

Rensselaer	253 /day
DeMotte	205 /day
Wheatfield	158 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	21		18	1259	52		155	758	40			529
Non-Fiction	32		26	1224	123		4	869	51			512
Paperbacks	21			442	1			627	15			684
CHILDREN'S BOOKS:												
Fiction	45		1	1717	14		5	1564	64			1119
Non-Fiction	25		3	715	12		4	386	15			255
FILMSTRIPS				10								
MAGAZINES:												
Adult				345				370				256
Children				39								
MAPS, PICTURES, PHOTOS, PRINTS				21				12				60
MICROFILM												
PAMPHLETS	14		1	160				100				9
SOUND RECORDINGS	20		7	262	2			114				51
CED's				19				13				8
VHS's	5		2	373	5			515				618
TOTAL	183		58	6586	209		168	5328	185			4101
Percent of Increase (+) or Decrease (-)				+20%				+12%				+6%

DECEMBER

AGENDA.....DECEMBER 8 , 1986

1. Minutes

2. Bills/Financial Statement
   2.1 Appropriation transfers
   2.2 Hamstra's final payment

3. Director's Report
   3.1 Circulation
   3.2 Staff policy
   3.3 NEH Grant Application
   3.4 March of Dimes Readathon
   3.5 National Library Week-Read-In
   3.6 Indiana Political Subdivision Risk Management Fund

4. Rensselaer Business
   4.1 New Employees
       Kathy Rasp
       Alisa Rude

5. Wheatfield Business

6. DeMotte Business
   6.1 Hours
   6.2 Joan Kopanda

MINUTES.....November 10, 1986

The regular monthly meeting of the Jasper County Public Library Board was held on November 10, 1986 at 7:00 pm at the Rensselaer Public Library. Those present were Miriam Lawyer, vice-president, Will Doty, secretary, Bob Souza, treasurer, Barbara Leestma, Frank Wright trustees, and Cathy Salyers, library director.

EXECUTIVE SESSION: The board began an executive session at 7:05 pm and discussed a staff reorganization plan. The session adjourned at 7:52 pm. Following the session, the board directed the Budget Committee to review suggested budget changes with Mrs. Salyers concerning monies for hiring a librarian for Wheatfield.

MINUTES: On a motion by Frank Wright, seconded by Barbara Leestma, the minutes of the October 13 meeting were unanimously approved as presented.

BILLS/FINANCIAL STATEMENT: On a motion by Will Doty, seconded by Frank Wright, the bills and financial statements for the operating and construction funds were accepted as presented.

The board directed Mrs. Salyers to contact Hamstra's concerning items not completed before releasing the remaining $5000 held in escrow.

DIRECTOR'S REPORT: Mrs. Salyers reported increases in circulation for all three libraries noting that the year-to-date total circulation was up 14% over last year.

On a motion by Frank Wright, seconded by Will Doty, the board voted unanimously to approve the Public Relation Policy as presented. Mrs. Salyers also noted that she would like for the 1988 budget committee to consider allocating a specified amount of money for publicity and public relations.

Mrs. Salyers suggested that her evaluation be postponed until after the first of the year and that she be evaluated annually just prior to the preparation of the budget. By consensus the board agreed to this procedure.

NOMINATING COMMITTEE: Bob Souza presented the following slate of officers for 1987:

Miriam Lawyer, president
Will Doty, vice-president
Barbara Leestma, treasurer
Wanda Stewart, secretary

With no nominations from the floor, Frank Wright moved that the nominations be closed and that the slate be accepted as presented. Will Doty seconded the motion, and the motion was unanimously carried.

RENSSELAER BUSINESS: Mrs. Salyers reported a minor dispute concerning GAR papers that were thought to have been donated to the library by Owen Tullis. Since there are no records concerning this donation, the board directed Mrs. Salyers to give the papers back to Mr. Tullis if he requests them. Mrs. Salyers was also directed to revise the gift and bequests procedures to include a written statement for donors to sign.

Mrs. Salyers noted that two staff members, Jane Bailey and Christy Putnam, had resigned from the Rensselaer Library effective in November.

DEMOTTE BUSINESS: Mrs. Salyers reported that Jackie Corning had resigned effective November 14. Lynn Daugherty is now the DeMotte Branch Librarian and Charlotte Fagen is now Children's Services Specialist. A typist and clerk is being hired to fill Charlotte's position. The new library clerk will work 40 hours instead of 30.

WHEATFIELD BUSINESS: Mrs. Salyers reported that approximately 125 people attend the November 2 open house.

She further stated that Robbins Associates has contacted her concerning the remaining furniture items for Wheatfield.

ADJOURNMENT: On a motion by Will Doty, seconded by Frank Wright, the meeting adjourned at 8:23 pm.

Jasper County Public Library
North Van Rensselaer Street
Rensselaer, Indiana 47978

	Initials	Date
Prepared by		
Approved By		

Month November 1986

	Beginning Appropriation	1 Spent this Month	2 Spent to Date	3 Ending Appropriation	
Salary - Librarian	23,000.00	1916.68	21,083.48	1,916.52	1
Salary - Assistants	156,054.00	12,736.96	137,206.35	18,847.65	2
Salary - Janitors	7,515.00	518.50	5,207.43	2,307.57	3
Employee's Benefits	18,500.00	1,009.78	12,179.82	6,320.18	4
Other Personal Services	1,000.00	59.00	194.00	806.00	5
Office Supplies	4,500.00	328.36	2,989.20	1,510.80	6
Operating Supplies	3,950.00	3.50	1,202.25	2,747.75	7
Repair & Maintenance Supplies	700.00	71.87	136.93	563.07	8
Other Supplies	6,000.00	297.27	4,619.84	1,380.16	9
Professional Services & Charges	1,501.00		40.00	1,461.00	10
Communication & Transportation	13,850.00	1,120.22	10,949.33	2,900.67	11
Printing & Advertising	600.00	55.01	308.62	291.38	12
Insurance & Bonds	3,350.00	26.20	8,790.95	- 5,440.95	13
Utility Services	17,600.00	1,155.52	13,290.43	4,309.57	14
Repairs & Maintenance -Bldg's	13,000.00	119.88	10,048.35	2,951.65	15
Rentals - Real Est. & Equip.	1,001.00		102.86	898.14	16
Dues, Interest, Taxes & Assess.	1,001.00	708.86	758.86	242.14	17
Transfer to Lib. Improv. Reserve	15,000.00			15,000.00	18
Maintenance Contracts	4,200.00	272.50	3,109.50	1,090.50	19
Capital Outlays-Land & Bldg.	2.00			2.00	20
Furniture & Equipment	10,000.00	93.05	9,380.35	619.65	21
Books	62,000.00	4,348.10	62,454.63	- 454.63	22
Periodicals & Newspapers	7,000.00	10.35	10,014.15	- 3,014.15	23
Nonprint Materials-Micro,Audio	8,500.00	314.63	5,717.54	2,782.46	24
	379,824.00	25,166.24	319,784.87	60,039.13	25
Emcumbered Bills	3,574.56		825.45	2,749.11	26
Emcumbered Bills	335.00		335.00	.00	27
	383,733.56		320,945.32	62,788.24	28
					29
					30
Beginning Balance	153,131.01				31
Plus Deposits	81,754.76				32
Minus Checks	73,582.39				33
					34
Ending Balance	161,303.38				35
					36
					37
					38
					39
					40

Jasper County Public Library

North Van Rensselaer Street

Rensselaer, Indiana 47978

Balance of All Funds = NOVEMBER 1986

	1	2	3	4
Super Now Checking Account - Northwest National Bank - Rensselaer, Indiana				
Operating Fund Balance			28,853.58	
Rensselaer Gift Fund Balance			464.16	
DeMotte Gift Fund Balance			575.82	
Wheatfield Gift Fund Balance			1,399.01	
Bond No. # 1 - DeMotte - Balance				
Bond No. # 2 - Wheatfield - Balance				
LIRF Account Balance			640.91	
Reserve for Insurance Collected			299.91	
Total of All Accounts - in Northwest National Bank				
Super Now Checking Account				32,233.39
Construction Fund Checking Account @ Northwest National Bank				
Account No. #21-1702-6				4,011.62
Investments - Northwest National Bank of Rensselaer				
Construction Fund Hi Fi Account # 70-0347-8			18,816.21	
Bond Investment Hi Fi Account #70-0195-1				
Operating Hi Fi Account # 70-193-6				
Operating Money	31,612.34			
Bond No.#1 - DeMotte	9,964.05			
Bond No. #2 - Wheatfield	64,665.77			
		106,242.16	106,242.16	
Operating Certificate of Deposit				
LIRF Investment				
Bond Certificate of Deposit				
Bond Investment				
Total Investments				125,058.37
Total of All Funds Ending November 1986				161,303.38

Jasper County Public Library

Rensselaer Public Library, Headquarters
301 N. Van Rensselaer Street
Rensselaer, Indiana 47978
Phone 219-866-5881

De Motte Branch
De Motte, Indiana 46310

Wheatfield Branch
Wheatfield, Indiana 46392

December 1986

The Jasper County Public Library hereby resolves to transfer $6,968.35 from the LIRF 1986 appropiration to the Library Improvement Reserve Fund and invest in proper Hi-Fi account.

Robert Sonza

Miriam Sawyer

Barbara Kastura

Frank D. Wyatt

Wilbur D. Doty

CONSTRUCTION FUND	EST. EXPENSES	SPENT THIS MONTH	SPENT TO DATE	BALANCE
Hamstra	$364,909.00	$0.00	$349,847.91	
tainage			18,245.45	($3,184.36)
LDM	34,500.00	0.00	26,453.80	
Rotz		0.00	8,046.20	$.00
Additional	1,422.88	0.00	1,027.88	$395.00
Misc.	10,000.00	$0.00	7,080.90	$2,919.10
Attorney	10,005.00	0.00	10,005.00	$0.00
Van Handel	1,625.00	0.00	1,625.00	$0.00
Fisher	1,511.04	0.00	1,511.04	$0.00
Prof. services	1,305.23	0.00	1,305.23	$0.00
Therber	3,504.40	0.00	3,504.40	$0.00
Wheatfield	30.00	0.00	30.00	$0.00
Cons. Ins	3,609.00	0.00	3,609.00	$0.00
Furniture				
Equipment	76,450.00	$10,021.36	$71,023.54	$5,426.46
Kellogg	10,000.00	0.00	0.00	$10,000.00
TOTALS	518,871.55	10,021.36	503,315.35	$15,556.20

BOND	$500,000.00
INTEREST	$26,017.31
CHECKS	$493,293.99
BALANCE LAST MONTH	$32,723.32
INTEREST	$116.87
CHECKS	$10,012.36
BALANCE	$22,827.83

OPERATING FUND

BILLS TO BE ALLOWED DECEMBER 8, 1986

Utilities:

City of Rensselaer	3.51	Rensselaer	332.08
NIPSCO	3.51	DeMotte	280.01
NIPSCO	3.51	Wheatfield	539.03
Northwestern Ind. Tele. Co.	3.21	DeMotte	86.38
United Telephone Co.	3.21	Rensselaer	211.00
United Telephone Co.	3.21	Wheatfield	76.12
		TOTAL [A]	1,524.62

Other Claims:

Ace Hardware	3.61	Maintenance-D-$51.97	131.92
	2.32	Paint-W-$79.95	
Allen, Phyllis	GIFT FUND-Wheatfield		33.50
Baker & Taylor	4.51	Books	166.16
Baker & Taylor	4.51	Books	1,160.59
Becker, Margaret	3.23	Mileage	99.20
Better Homes & Gardens Books	4.51	Books	11.25
Bray, Julie	3.23	Mileage	17.60
Burke Technologies, Inc.	3.62	Projector Repair-R	85.62
Campbell Printing Co.	GIFT FUND-Wheatfield		342.27
Childrens Press	4.51	Books	52.31
Christian Book & Gift Shop	4.53	Cassettes	55.92
Corning, Jacquelyn	3.23	Mileage-$8.00	13.00
	3.24	Workshop-$5.00	
Crestwood House	4.51	Books	28.73
Daugherty, Lynn	3.23	Mileage-$8.80	33.23
	2.21	Janitorial Sup.-D-$19.23	
	3.61	Building Main.-D-$5.20	
Demco	4.51	Processing Sup.-$77.54	100.89
	2.41	Book Card Covers-$23.35	
DeMotte Carpet	2.31	Janitorial Sup.-W	7.96
DeMotte Office Supply	3.62	Machine Repair-D	20.00
DeYoung Plmb. & Htg.	3.62	Heating Service-R	34.50
Education Record & Tape Dist	4.53	Records	90.26
Educational Record Sales	4.53	VHS & Records	215.94
Fagen, Charlotte	3.23	Mileage	3.20
Fagen Pharmacy	2.41	Film	18.58
Faulkner Library Services	4.51	Books	381.90
Harvey's	2.41	Bulletin Board Materials	3.67
Heritage Office Products	2.13	Office Supplies	30.54
Ingram	4.53	VHS	25.46
Jacobsens Inc.	3.95	Main. Contract-D	108.00
Kooy, Diana	3.13	Prof. Service	31.20
Long Play, Inc.	4.53	Records	107.71
Main Line Book Company	4.51	Books	1,297.20
Martin, Mary	3.23	Mileage	8.80
Mehay, Steve	3.96	Snow Removal-W	20.00

Monroe	2.42	Copier Paper	209.96
National Geographic Society	4.51	Books	10.01
Ooms Bros. Disposal Service	3.95	Trash Pick-Up-D	10.00
The Perfection Form Company	4.51	Books	16.83
Postmaster General	3.22	Postage	108.00
Quality Books Inc.	4.51	Books	35.97
Quality Paperback Book Club	4.51	Books	9.36
R W Pool Co., Inc.	2.31	Janitorial Sup.-R-$50.89	159.03
	2.31	Janitorial Sup.-D-$43.86	
	2.31	Janitorial Sup.-W-$64.28	
Reading Resources, Inc.	4.51	Books	567.32
Rensselaer Republican	3.31	Advertising	17.50
Salyers, Catherine A.	3.23	Mileage	47.20
Salyers, Catherine A.	PETTY CASH-Rensselaer		32.68
	3.22	Postage-$23.70	
	2.41	Batteries-$3.39	
	2.31	Janitorial Sup.-$5.59	
Salyers, Catherine A.	PETTY CASH-Wheatfield		21.03
	3.22	Postage-$10.11	
	2.13	Office Sup.-$3.07	
	2.21	Janitorial Sup.-$7.85	
Sayers, Michael	3.96	Mowing-R	10.00
Scholastic Pre-K Today	4.52	Magazine-R-CR	19.95
Schultz's Family Store	3.61	Bldg. Main.-R-$20.21	62.71
	2.21	Janitorial Sup.-R-$.90	
	2.41	Library Sup.-R-$21.38	
	2.13	Office Sup.-R-$2.11	
	4.40	Microphone-R-$5.83	
	GIFT FUND-Wheatfield-$12.28		
Stanley Steemer	3.61	Cleaning-R	52.50
Stricklin, Van	3.62	Projector Repair	38.00
Tiny's Supermarket	2.21	Janitorial Sup.-D	84.41
Tom's Supermarket	2.21	Janitorial Sup.-R	24.85
Upstart	2.41	Summer Reading-R,D,W	26.95
The Video Man	4.53	VHS	23.95
The Video Swap Mart	4.53	VHS	713.25
The Voyager Company	4.53	VHS	96.80
Walgreens	2.41	Photos	10.38
Weston Woods	4.53	VHS	102.90
		TOTAL [B]	7,248.65
		TOTAL [A] + [B]	8,773.27

CONSTRUCTION FUND

BILLS TO BE ALLOWED — DECEMBER 8, 1986

Brodart Co.	678.49
The Highsmith Co., Inc.	52.16
Kellogg, Jack	8,850.00
TOTAL	9,580.65

BIRF #1 FUND

BILLS TO BE ALLOWED — DECEMBER 8, 1986

DeMotte State Bank	18,422.50
TOTAL	18,422.50

BIRF #2 FUND

BILLS TO BE ALLOWED — DECEMBER 8, 1986

American Fletcher National Bank	82,906.25
TOTAL	82,906.25

PROPOSED DEMOTTE HOURS

Beginning January 1, 1987 - Proposed hours

Monday & Thursday	9:30 am - 7:30 pm	10:00-8:00
Tuesday, Wednesday, Friday	9:30 am - 5:30 pm	10:00-6:00
Saturday, Friday	9:30 am - 3:30 pm	10:00-5:00

Current hours

Monday & Thursday	9:00 am - 7:30 pm
Tuesday, Wednesday, Friday	9:00 am - 5:00 pm
Saturday	9:00 am - 3:00 pm

Our goal was to extend the Tuesday, Wednesday, Friday hours beyond 5:00 pm, which is a common quitting time for most businesses. The extra 1/2 hour would allow persons to be able to stop at the library on their way home from work.

Because of the size of the staff, I thought it necessary to change the opening time to 9:30.

The Monday, Thursday, Saturday hours were altered slightly to keep a uniform opening time.

JASPER COUNTY PUBLIC LIBRARY
MONTHLY REPORT

November 1986

1. INTERLIBRARY LOANS	RENSSELAER	DEMOTTE	WHEATFIELD
a. ILL Requests	Rens filled 43 req. for branches 32	DeM filled 8 req. for Rens 35	12
b. Received	23	17	7
c. Outstanding	9	18	5
d. Films			
No. of Films			
No. of Viewers			
2. REGISTRATION			
a. Borrowers Added	R 40 Co 26	40	62
b. Total Registered	9,304		
3. REFERENCE QUESTIONS			
a. Telephone	180	211	171
b. In Person	291	300	153
4. LOCAL HISTORY-GENEALOGY			
a. In person	3		
b. Microfilms Used	1		
c. Research by Mail	0		
d. Oral Histories			

CIRCULATION STATISTICS

JASPER COUNTY LIBRARY SYSTEM — FOR MONTH ENDING November 30 19 86

	19 85	19 86	
Monthly Circulation	14,278	14,213	
Daily Average	595	592	
January to Date Total Circulation	150,781	170,045	+13%

Rensselaer 245 /day
DeMotte 194 /day
Wheatfield 153 /day

	RENSSELAER				DEMOTTE				WHEATFIELD			
	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated	# Added	# Owned	# Withdrawn	# Circulated
ADULT BOOKS:												
Fiction	23			963	44		1	637	43			408
Non-Fiction	58			1,081	54		9	697	16			467
Paperbacks				235	15			444				846
CHILDREN'S BOOKS:												
Fiction	38		9	1,509	27			311	3			841
Non-Fiction	53			729	21			1,496				279
FILMSTRIPS				7								
MAGAZINES:												
Adult				396				440				234
Children				25								
MAPS, PICTURES, PHOTOS, PRINTS				16				8				26
MICROFILM												
PAMPHLETS	49		2	343				81				33
SOUND RECORDINGS			1	216			1	116				32
CED's				18				12				12
VHS's	3			344	3			416	3			495
TOTAL	224		12	5,882	164			4,658	62			3673
Percent of Increase (+) or Decrease (-)				-8%				+9%				+.3%